

REGULAR BOARD MEETING

MINUTES

January 8, 2014

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on January 8, 2014, at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Kelly Byrd, President; Ken Stainback, Vice President; Stephen Aldridge III, Tryphina Wiseman, John Shields, Lawrence Jackson III, Charles Graves and Elizabeth Williams-Smith.
Absent: Broadus Combs, Secretary.

Also Present: Peter M. Burke, Executive Director, Stephen N. Dirksen, General Counsel, Patricia Hayes with North Carolina Funeral Directors Association, Fred Jordan with NC Eye Bank, Dorman Caudle with Carolina Donor Services, Michael Rulison with Funeral Consumers Alliance of the Triangle, Dan Funchess and Kenneth Johnson, Funeral Service licensees, Randy Graham, Lyn Cochrane and Angela Rubbo.

Mr. Byrd called the meeting to order at 9:00 a.m., led the Pledge of Allegiance, and had a generic prayer.

At this time Marty Mills entered the meeting and swore in the new Board Members, Elizabeth Williams-Smith and Charles Graves. Ms. Mills departed the meeting and the new members were seated and congratulated.

Mr. Byrd read the Ethics Statement and no one recused themselves at this time.

Mr. Byrd asked then asked the guests to introduce themselves.

In Mr. Combs absence, Mr. Stainback presented the December 11, 2013, minutes. Mr. Aldridge made the motion to accept the minutes. Ms. Wiseman seconded and the motion carried.

Preneed Committee: Mr. Jackson stated on December 19 the committee reviewed documentation of solvency by a preneed establishment supporting a request to discontinue the bond requirement. Committee was recommending approval. Mr. Jackson made the motion to approve the recommendation and Mr. Aldridge seconded. The motion carried.

Mr. Jackson submitted the preneed report for information only. There are 170,964 active contracts as of January 6, 2014; 660 licensed preneed funeral establishments and 1,700 individuals licensed to sell preneed as of January 6, 2014.

Disciplinary Committee: Ms. Wiseman stated the committee had met by teleconference on January 2, 2014. Mr. Stainback recused himself from participation in M14-003. Ms. Wiseman presented the report and made the motion to accept the recommendations for V11-037, M14-002, C13-052, C13-074, and M14-004. Mr. Jackson seconded and the motion carried. Ms. Wiseman made the motion to accept recommendation for M14-003 and Mr. Jackson seconded. The motion carried and Mr. Stainback did not participate in the vote. Ms. Wiseman made the motion to accept the recommendation for the Addendum which included M13-024. Mr. Aldridge seconded and the motion carried.

Finance/Personnel Committee Ms. Wiseman reviewed the monthly financials and made the motion to accept. Mr. Jackson seconded and the motion carried. Ms. Wiseman made the motion to go into closed session to discuss a personnel matter. Mr. Jackson seconded and the motion carried.

Upon motion by Mr. Aldridge and second by Mr. Jackson, the Board returned to open session. There was no action taken during closed session.

Attorney Report: Mr. Dirksen presented his report and stated the report was for information only. There will be no Thursday hearings. Mr. Dirksen was able to get them moved to Wednesday. Discussion ensued.

Executive Director's Report: Mr. Burke presented the report.

New Funeral Establishments: Cornerstone Cremation, Funeral & Celebrations, Lenoir; Crisp Funeral Home, Bryson City.

New Funeral Service Licensees: None.

New Funeral Director Licensees: None.

New Trainees: Michael Boroff, Eddie Jenkins, Stacey Montelongo, Hannah Tucker.

New Transport Registration: Reginald Chiles, Greensboro; Marvin Murray, Charlotte; Mark Stinson, Mooresville.

Exam Notes: No information available regarding December examinations.

Mr. Burke presented a proposed Board Meeting Calendar for the months of April thru December. Discussion ensued. This will be voted on at the February meeting.

A new House Committee on Funeral and Cemetery Regulation has been formed to discuss the merging of the Board of Funeral Service and the Cemetery Commission. Representative Boles will hold "town meetings" in several locations to get feedback on this merger.

The International Conference of Funeral Service Examining Boards Annual Meeting is scheduled for February 26-27, 2014, in Orlando. Mr. Burke, Mr. Byrd and Mr. Stainback are registered to attend. Mr. Combs will not be available to attend.

Board Member Training will be scheduled for the February meeting.

The IRS mileage allowance has decreased from \$0.565 to \$0.56 effective January 1, 2014.

Board Members are encouraged to complete the Statement of Economic Interest (Ethics Commission) before April 15.

Traineeship Committee: Ms. Wiseman stated the Committee had met prior to the Board meeting. A trainee had sent in several late reports. Committee recommends loss of credit for the months of October and November.

Committee has approved a format for the Supervisor Commitment Agreement Form. This will become a part of the trainee packet mailed out.

Ms. Wiseman made the motion to accept the recommendations and Mr. Jackson seconded. The motion carried.

Old Business: None.

New Business: Mr. Burke presented a proposed Committee Assignment for 2014. Discussion ensued. Mr. Byrd stated a completed committee assignment would be ready at the February meeting. Mr. Graves will be assigned to the Crematory Authority Committee since he is a certified crematory operator.

Mr. Burke stated the Preneed Recovery Fund interest rate will be discussed at the February meeting. 176 preneed firms have to date opted out of the online Preneed Annual Report. The deadline to opt out is January 15.

Public Comment: None

The Board recessed briefly prior to commencement of hearings.

M. Kelly Byrd, President

J. Broadus Combs, Secretary