

REGULAR BOARD MEETING

MINUTES

July 11, 2012

The North Carolina Board of Funeral Service met for a duly scheduled Board Meeting at 9:00 a.m. on June 11, 2012 at the Board's office, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Try Wiseman, President; Harris High, Secretary; Ken Stainback, John Shields, Stephen Aldridge III, Broadus Combs, Lawrence Jackson III, and Kelly Byrd. J.T. Willoughby III was absent.

Also Present: Stephen N. Dirksen, General Counsel, Dan Funchess, Funeral Service Licensee, Corrine Culbreth, Funeral Service Licensee, Dorman Caudle with Carolina Donor Services, Fred Jordan with NC Eye Bank, Larry Stegall and Pat Hayes with North Carolina Funeral Directors Association, Jenna Williams with Stanly Funeral Home, Peter Burke, the Board's new Executive Director and Lyn Cochrane.

The meeting was called to order at 9:10. Ms. Wiseman led the Pledge of Allegiance, had the invocation and read the Ethics Awareness & Conflict of Interest statement. Ms. Wiseman stated she had attended the Funeral Directors & Morticians Association of N. C., Inc., convention in Greenville.

Guests introduced themselves. Ms. Culbreth made comments regarding SB 847.

Mr. High presented the June 13, 2012, minutes. Mr. Combs made the motion to accept the minutes and Mr. Stainback seconded. The motion carried.

Preneed Committee: Mr. High stated the Committee had met by teleconference on Monday. A preneed contract transfer request that meets all the requirements was discussed. Mr. High made the motion to accept the request. Mr. Byrd seconded and the motion carried.

Mr. High then reviewed the report. There are 170,403 active contracts as of July 11, 2012; 657 licensed preneed funeral establishments; and 1,660 individuals licensed to sell preneed as of July 6, 2012. Mr. Combs made the motion to accept the preneed report as presented. Mr. Stainback seconded and the motion carried.

Traineeship Committee: Ms. Wiseman stated the Committee had met this morning. Trainee #1 had never sent in a report and did not attend the meeting this morning. Committee was recommending Trainee #1 must meet with the Board before traineeship can be continued.

Trainee #2 missed two reports. Committee was recommending Trainee #2 may resume traineeship on August 1, 2012.

Trainee#3 missed two months and did not attend the meeting this morning. Committee was recommending Trainee #3 must meet with the Board before traineeship can be continued.

Committee was also recommending that in the next Board Newsletter adding a paragraph regarding the importance of filing reports in a timely manner and statistical information regarding trainees. Mr. High made the motion to accept the Committee Report and recommendations. Mr. Aldridge seconded and the motion carried.

Disciplinary Committee: Ms. Wiseman presented the report. Mr. High made the motion to accept the recommendations for V-09-043 (which include concurrent cases V09-043, V09-069, V10-004, V10-006, V10-018, V10-06), V09-078, V11-072, V12-022, V12-030, V12-033, V12-034, V12-023, and V12-024. Mr. Byrd seconded and the motion carried.

Ms. Wiseman thanked Mr. Dirksen for his hard work in reducing the number of cases.

Finance/Personnel Committee: Ms. Wiseman presented the report. Mr. Jackson made the motion to accept the report and Mr. Byrd seconded. The motion carried.

Ms. Wiseman stated the Committee had met by teleconference regarding preneed contracts. Discussion ensued. Mr. Shields made the motion to allow part-time data entry clerk, Valencia Brown, to add five hours to her schedule due to the increase in preneed contracts for approximately three months. Mr. Stainback seconded and the motion carried.

Exam Committee: Mr. Stainback stated ten applicants were eligible to take the Laws & Rules exam. Six took the exam and six passed. This report was for information only.

Other Committee Reports: There were no reports.

Attorney Report: Mr. Dirksen presented his report. Hearings are scheduled for 10 and 11 a.m. and 1 p.m. today. Mr. Aldridge thanked Mr. Dirksen for his good work.

Executive Director's Report: Mr. Dirksen presented the report. Mr. Dirksen stated under Staff ethics that Inspector Susan Mitchell and Staff employee Marty Mills attended the FD&MA of N. C., Inc. convention in Greenville.

New Funeral Homes: Haws Funeral Home, Warsaw; Hemby-Willoughby Funeral Home, Fountain; White Funeral & Cremation Service, Shallotte; Wilder's Funeral Home, Scotland Neck;

Change of Ownership: Rose & Graham Funeral Home, Four Oaks; The Mulkey Funeral Home, Edenton

New Funeral Service Licensees: Jordan Crowe, George Orsega, Brian Van Heck

New Funeral Director Licensees: Edward Kosmos, Kim Moore-White

New Trainees: Eulis Parker, Crystal Odham, David Sherrill, William Gaskins III, Christopher Weaver

Staff Ethics Report: Two staff members had attended the FD&MA of NC, Inc. conference in Greenville.

New Business: There was none.

Old Business: There was none.

Informational Items: Ms. Wiseman stated an official announcement regarding the new Executive Director, Peter Burke, was included.

At this time Ms. Wiseman presented Mr. Burke to those in attendance and stated they had been in the Board's office two weeks ago and Mr. Burke had met the staff.

Mr. Byrd had questions regarding the Board's new website. Discussion ensued.

Public Comment: Mr. Stegall stated he had been on the Board's website and commended the Board on the new look and how well it was set up.

The Board recessed at 9:50 a.m. to prepare for the 10:00 hearings.

After the hearings the Board went into closed session to preserve attorney-client privilege. Upon return to open session, Mr. Dirksen was asked to research matters relating to the public comment. The Board adjourned at 6:00 p.m.

Tryphina Wiseman, President

Harris High, Secretary