



Linda Lyter, Executive Director
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STATE OF WEST VIRGINIA
Board of Funeral Service Examiners
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Board Meeting

August 22, 2022 @ 11:00 a.m.

1. Board meeting convenes and establish quorum
2. Review and approval of minutes - June 17, 2022 meeting
3. Executive Session - Complaint Review - 2022-01, 2022-03, 2022-07, 2022-08, 2023-00
2023-01, 2023-02
4. John Anderson & David Bolyard
5. Financial and P-card Reports for June & July 2022
6. Executive Director's Report - Rules update, Apprentice Reports, Practicing without a license
7. Office Manager's Report - Renewal report, CE Broker reports, CE Audits?, Changes in database (Pay, print cards, license, etc.), Deceased files (shred if Archives cannot take?), Funeral Director application approval
8. Interpretive Rule (Code of Professional Conduct), Inspections & reports - Gene
9. Items of Interest / Board Member Concerns
10. Next Meeting Date
11. Adjourn Meeting
12. Licenses to be signed (page 2)

Licenses to be signed

Funeral Service License

1. Tabitha I. Whetzel

Apprentice

1. Bryon L. Hennessey
2. Dana A. Spade
3. Brittany D. Sturgill
4. Jeremy P. Peck

Crematory Operator

1. Bryon Hennessey
2. Fred Kitchen
3. Charles E. Nutter
4. Brandon W. Carroll
5. David E. Smith

LIC Change

Funeral Home / Crematory

Courtesy Card