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STATE OF WEST VIRGINIA
Board of Funeral Service Examiners
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Board Meeting

September 26, 2023 @ 11:00 am

1. Board meeting convenes and establish quorum
2. Approve July 25, 2023 meeting minutes & August 24, 2023 work session
3. Executive Session - Complaint Review - 2023-08, 2023-11, 2024-00, New Board Initiated Complaints
4. Financial and P-card Reports for July & August, 2023
5. Executive Director's Report - National Conference (Myrtle Beach), Annual Board Training (November 2),
6. Office Manager's Report - CE Audit, Web page update, Study Guide & Apprentice Handbook updates & cost comparison, Consistency in fines, Preceptor at different locations
7. Pre-need contract enforceability - Diana Harrison, AG's office
8. Cremated Remains discussion
9. Apprentice Supervision discussion
10. Items of Interest / Board Member Concerns
11. Next Meeting Date
12. Adjourn Meeting
13. Licenses to be signed (page 2)

Licenses to be signed

Funeral Service License

1. Shauna L. Kirkendoll
2. Jeffrey T. Jude
3. Adam G. Trzicak
4. Mary Magdalene Musap

Apprentice - FS

1. Zoe K. Adkins
2. Jessie L. Janeshek

Apprentice-FD

1. Hunter D. Jones
2. Lana D. Conley-Dancy
3. Lana J. Hibbs
4. Steven D. Teel
5. Madison B. Vance

LIC / OIC Change

1. Pryor FH***
2. Long & Fisher FH***

Funeral Home / Crematory

1. Steele & Wolfe FH x2*
2. Elk Funeral Home **
3. Hardman Cremation Services
4. Davis FH-West Union

Crematory Operator

1. Gary W. Diehl
2. Marla B. Landis
3. Heather M. Smith
4. Anthony M. Domico
5. Stephen M. Jasko, III

Reciprocity FS License

Courtesy Card

1. Robert W. Griswold
2. Jonathan P. Bennett
3. Will A.T. Skaggs

* Mailed 8/1/2023

**8/4/2023

*** 8/14/2023