



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

June 5, 2023 @ 11:00 am

1. Board meeting convenes and establish quorum
2. Approve March 30, 2023 meeting minutes
3. Executive Session - Complaint Review - 2023-04, 2023-08, 2023-09, 2023-10 & 2023-11, 2023-12 & 2023-13.
4. Financial and P-card Reports for March, April, & May, 2023
5. Executive Director's Report - Office manager update, Code conflict, Lapsed Apprentice
6. Office Manager's Report - Renewals mailed / financial report, Fiber Optic install, New wireless connection (Frontier 7280), Procedural / Interpretative Rules 8 & 9,
7. CE roll-over (OSHA to General)
8. Study Guide (Fred)
9. Safety Committee information
10. Replacement of lay member (Rev. Paul R. Mateer / others?)
11. Items of Interest / Board Member Concerns
12. Next Meeting Date
13. Adjourn Meeting
14. Licenses to be signed (page 2)

**Licenses to be signed**

**Funeral Service License**

1. Savanna A. Morgret
2. Shawn T. Coen \*
3. Daniel A. Davenport
4. Kelsey L. Baxter
5. Ashley N. Latham

**Apprentice - FS**

1. Andrea D. LaFontaine
2. April D. Binkney
3. Savanna L. Church

**Apprentice-FD**

1. Ronald A. Witt, Jr.

**LIC / OIC Change**

1. Roselawn FH\*\*
2. Domico FH\*\*

**Funeral Home / Crematory**

1. Century Cremations, Inc.
2. Shaffer Funeral Home, LLC.
3. Broyles-Shrewsbury FH

**Crematory Operator**

1. John H. Eader, Jr.
2. Sean R. Rice
3. William B. McCulla
4. Jeremiah J. Bowen
5. Kenneth C. Ritchie, III
6. Hannah C. Carpenter\*\*\*

**Courtesy Card**

1. Sonya R. Patrick
2. Steven A. Rogowski, Jr.
3. Ryan S. Summers

\*- Inactive to Active

\*\* - Stamped and mailed 5/1/2023

\*\* - Stamped and mailed 5/17/2023

\*\*\* - Never received wall certificate