

WV Board Of Funeral Service Examiners
Conference Call Board Meeting
179 Summers Street, Suite 319
Charleston, WV 25301

March 30, 2023
11:00 a.m.

Members & Staff Present: Eugene Fahey, President, Robert Fields, Vice President, Bryan Nichols, Fred Kitchen, Ron Waybright, Linda Lyter, Executive Director, Grady Bowyer, Office Manager, Mark Danehart, Inspector & Adriana Marshall, Board Attorney

Member Absent: Rich Bishoff & John Valentine

Guest Present: Anthony Paletti

Call meeting to order at approximately 10:50 a.m. by president of the board - Quorum established.

A motion is made by Bob Fields to approve the board minutes form February 7, 2023. Seconded by Bryan Nichols. Motion approved.

Due to attendance of guest, order of agenda items has been changed to discuss items of interest board member concerns. In relation to license reinstatement, shall complete and submit paperwork to the board, to include continuing education requirements, respond to closed, no pending criminal charges and appear before the board.

A motion is made by Ron Waybright to go into Executive Session. Seconded by Fred Kitchen. Motion approved. Staff requested to leave the room. Bryan Nichols recuses himself and leaves the room at the review of a complaint and reenters when discussion is complete.

Review and discussion of complaints regarding those recommended to close and those to remain open. A motion is made by Bob Fields to come out of Executive Session. Seconded by Fred Kitchen. Motion approved.

Complaints # 2023-01, 2023-02 & 2023-06. A motion is made by Ron Waybright to close all complaints related to Anderson. Seconded by Bob Fields. Motion approved. Contact complainant on 2023-06 and discuss the matter. If pursued, it will need to be addressed as a civil matter due to signed consent agreements.

Complaint # 2023-04 remains open. Continue to monitor for any unlicensed activity. Attorney to check with Pre-need Division to determine if there are any contracts with this establishment.

Complaint # 2023-07 A motion is made by Fred Kitchen to close the allegations of this complaint do not state clearly any violation of the funeral board laws, rules and regulations. Seconded by Bryan Nichols. Motion approved.

Complaint 2023-08 No response received to date. A motion is made to by Fred Kitchen to move forward with probable cause. Seconded by Bob Fields. Motion approved. Send letter and information again for licensee to respond.

Complaint # 2023-09 remains open.

Complaint # 2023-10 remains open.

Complaint # 2023-11 remains open.

A motion is made by Fred Kitchen to approve the finance and P-card reports. Seconded by Ron Waybright. Motion approved.

Executive Director's report: Lyter provides report on legislative update, discussion of purchase of signature stamps for Gene Fahey and Bob Fields, presented ATB salary increase for executive director passed by the legislature of \$2,300.00 and discussion on the importance of confidentiality & communication. A motion is made by Fred Kitchen for the board to approve the \$2,300.00 salary increase and to reimburse the Massage Therapy Board for total of increased amount. Seconded by Bob Fields. Motion approved.

Office Manager's report: Bowyer provided a report on the ICFSEB annual meeting. Updates to the website, code of conduct (Series 8) any modifications for Series 4 rule, newsletter creation & Frontier fiber optic installation.

Funeral Director only apprenticeship requirements – can apply for apprenticeship without a bachelor's degree, but must have completed the degree prior to applying for licensure.

Discussion of courtesy card fees for surrounding states and license verification for renewals.

Discussion of ceu requirements for reinstatement of inactive to active funeral service license.

A motion is made by Bryan Nichols to approve Certified Safety Training as a new CE Provider. Seconded by Bob Fields. Motion approved.

Items of Interest: Discussion of CE hours on renewal form labels.

Next meeting is scheduled for June 5, 2023 at 11:00 a.m.

A motion is made by Bryan Nichols to adjourn meeting and seconded by Ron Waybright. Motion approved.

