

## AGENDA

### South Carolina State Board of Funeral Service Board Meeting

Tuesday, February 17, 2026 at 10:00 a.m. in LowCountry Conference Room  
110 Centerview Drive, Kingstree Building, Columbia, South Carolina

*\*At the discretion of the Board, any Old Business agenda item not discussed by 4:00 pm, may roll over to the Wednesday, February 18, 2026, Board meeting date. \**

Members of the public who wish to observe may do so by live streaming at  
<https://lr.sc.gov/fs/videos.aspx>

- 1. Meeting Called to Order**  
Public notice of this meeting was properly posted at the S.C. Board of Funeral Service office, Synergy Business Park, Kingstree Building, and on the Board website and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.
- 2. Pledge of Allegiance**
- 3. Approval of the Agenda**
- 4. Executive Session**
- 5. Board Purpose & Vice-President's Remarks**– R. Douglas Hawkins  
The purpose of the Board of Funeral Service is to protect the public through the regulation of funeral service and cremation licensees. The Board also investigates complaints and conducts application and disciplinary hearings in accordance with State statutes and regulations.
- 6. Introduction of Board Members and Persons Attending the Meeting**
- 7. Approval of Excused Absences**
- 8. Approval of Excused Absences of IRC Members**
- 9. Approval of Meeting Minutes**
  - a. December 3, 2025 Board Meeting
  - b. December 4, 2025 Board Meeting
- 10. Staff Reports**
  - a. Board Executive Report – Matalie Mickens
  - b. Office of Inspections Report – April Howe, Chief Inspector
  - c. Office of Investigations and Enforcement (OIE) Report – Renee Young, Lead Investigator
  - d. Investigative Review Conference (IRC) Report – Renee Young, Lead Investigator
  - e. Office of Disciplinary Counsel (ODC) Report – Alexis Bell, Esq.
- 11. Application Hearings - Funeral Establishments**
  - a. New Facility**
    1. TJ Lewis and Family Funeral Home- Rock Hill- Frank Williams III
  - b. Additional Facility**

1. The Davenport- Seneca- Terry G. Woodall
2. Shepherd's Funeral Home- Summerville- Makayla C. Barr

**12. Application Hearings**

**a. Funeral Director and/ or Embalmer Applications**

1. Kimberley J. Brown

**b. Apprentice Extension**

1. Reneah A. Jones

**13. Old Business**

- a. Apprentice Discussion

**14. Election(s)**

**15. Agenda Topics for Future Meetings**

**16. Public Comments**

**17. Adjournment**

The next scheduled meeting for the SC State Board of Funeral Service is **February 18, 2026.**