

**MINUTES**  
**South Carolina Board of Funeral Service**  
**Board Meeting**

10:00 a.m., Monday, December 12, 2013  
Synergy Business Park  
110 Centerview Drive, Kingtree Building Room 108  
Columbia, South Carolina

**Thursday, December 12, 2013**

**1. Meeting Called to Order**

Thomas E. Baker, II, President, of Kershaw, called the regular meeting of the SC Board of Funeral Service to order at 10:15 a.m. Other Board members present for the meeting included: Wallace McKnight, Jr., Vice President, of Andrews; Kenneth E. Beasley, of Fountain Inn; William B. Horton, Jr., of Kingtree; Eddie J. Nelson, of Blythewood; Mark R. O'Steen, of Spartanburg; John L. Petty, III, of Landrum; and, Jeffrey K. Temples, of Columbia.

Staff members participating in the meeting included: Wendi Elrod, Program Assistant; Jeanie Rose, Administrative Assistant; Doris Cubitt, Administrator; Mary League, Advice Counsel, Office of Advice Counsel; Erin Baldwin, Office of General Counsel; Ernest Adams, Inspector, Office of Investigations and Enforcement; Buddy Poole, Inspector, Office of Investigations and Enforcement; Sharon Wolfe, Chief Investigator, Office of Investigations and Enforcement; and, Amy Holleman, Administrative Assistant.

Members of the public attending the meeting included: Ricky Fernandez, of Divine Mortuary; Joseph Harper, of Divine Mortuary; Matalie Mickens, of SC Department of Consumer Affairs (SCDCA); Tiffany D. Gibson, of SC Department of Consumer Affairs (SCDCA); Martha Wise, of White Rose Crossing; Beverly J. Thomas, of House of Thomas Funeral Home; Kevin T. Thomas, of House of Thomas Funeral Home; Stan Stone, of Stewart Enterprises; Wesley "Matt" James, of Stewart Enterprises; David Looper, of Stewart Enterprises; Jessica Kline, of Stewart Enterprises; Delbert Helt, of Stewart Enterprises; Frank "Matt" Wal, of Stewart Enterprises; Lou Ann Pyatt, of the SC Morticians Association (SCMA); Mike Squires, of the SC Funeral Directors Association (SCFDA); Lejerik Cannon, of The Gilmore Mortuary; Patrick Wright, of The Gilmore Mortuary; H. S Gilmore, of The Gilmore Mortuary; John A. Pasley, of Walker Mortuary; Teresa Fuller, of Walker Mortuary; Edward S. Scott, of Scott's Mortuary; Milton E. Scott, of Scott's Mortuary; Jennifer W. Dewese, of Washington Funeral Home; Jessica Dewese, of Washington Funeral Home; Bertheia Washington Kelly, of Washington Funeral Home; Kristin Jewell, of Dunbar Funeral Home; Andrew W. Cone, of Stewart Enterprises; Wesley D. Killan, of Service Corporation International (SCI); Kate???, of Service Corporation International (SCI); Erin Yarborough, of J K Yarborough; Jody Yarborough, of J K Yarborough; Gregg Dunbar, of Dunbar Funeral Home; Gere Fulton, of Funeral Consumer Alliance; W. Scott Fowler, of The J F Floyd Mortuary; John L. Petty, IV, of Bobo Funeral Chapel; and, Paula Petty Dotson, of Petty Funeral Home.

a. Public Notice

Mr. Baker announced that public notice of this meeting was properly posted at the SC Board of Funeral Service office, Synergy Business Park, Kingtree Building, 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.

b. Pledge of Allegiance

All present recited the Pledge of Allegiance.

**2. Introduction of Board Members and Persons Attending the Meeting**

The Board members, staff, and all other persons attending the meeting introduced themselves.

### **3. Approval of Excused Absences**

Charlie Bradford Evans, Secretary, of Abbeville; and, Michelle Cooper, of Moncks Corner were granted excused absences.

#### **MOTION**

Mr. Horton made a motion that the Board excuse Mr. Evans', and Ms. Cooper's absences. Mr. O'Steen seconded the motion, which carried unanimously.

### **4. Amend Agenda**

#### **MOTION**

Mr. O'Steen made a motion the agenda to be amended to move item 12, 1-5 up and strike item 18. Dr. Gere Fulton, FCASC discussion GPL's. Mr. McKnight seconded the motion, which carried unanimously.

### **5. Approval of Minutes for the September 23, 2013**

#### **MOTION**

Mr. O'Steen made a motion that the Board approve the minutes for the September 23, 2013, meeting as they are. Mr. Temples seconded the motion, which carried unanimously.

### **6. President's Remarks – Tommy Baker**

Mr. Baker welcomed everyone to the meeting and thanked everyone for attending.

### **7. Administrator's Remarks – Doris Cubitt**

Ms. Cubitt reminded all Board members that the economic interest forms are to be completed online by April 30, 2014 by 12:00p.m.

She stated that there were 493 reviewed, 257 were correct, 148 letters have been sent out for correction. There are 88 correction letters to be sent out.

Ms. Cubitt handed out frequently asked questions that should be added to the Boards website.

Q. When I prepare obituaries, can I include our funeral home's logo?

A. Yes, you may include the funeral home's logo in obituaries, but the funeral home must pay for the portion of the obituary containing the logo.

Q. In regards to General Price Lists (GPL), the Federal Trade Commission (FTC) guidelines include "embalming if required by law." Since embalming is not required by South Carolina law, how do I handle this when discussing funeral plans with families?

A. While South Carolina law does not require embalming and you cannot tell your customers that they are required to embalm, you may make recommendations to your customers about embalming as it suits the customer's needs. For example, if someone passes away on a Sunday and does not plan to have the funeral right away, they may want to embalm the deceased as a means of delaying decomposition until time for the service.

Q. The Federal Trade Commission (FTC) guidelines for General Price Lists (GPL) include a line that says, "cremation if relevant," under the line for direct cremation charges. What is the "cremation if relevant" line for?

A. If you own your own crematory, you should put all of your charges in the direct cremation line, but some funeral homes send their cremation cases out to crematories since they do not have their own. For funeral homes that must outsource cremations, you may want to add the cost of the cremation in the "cremation if relevant" line.

Mr. Horton stated that question two "if refrigeration is not available" should be added after service. So it should read "they may want to embalm the deceased as a means of delaying decomposition until time for the service if refrigeration is not available."

**MOTION**

Mr. Temples made a motion that the Board approve the FAQ with corrections. Mr. Beasley seconded the motion, which carried unanimously.

**8. Proposed Chapter 10: Fee Placement Options – Advice Counsel**

Ms. League informed the board that Representative Sandifer proposed that the fees for all boards for Labor, Licensing and Regulation (LLR) be entered into Chapter 10.

Ms. League stated that the fees can be listed in Chapter 10 and deleted from Chapter 57. Or if the board prefers the fees can be listed in both Chapter 10 and Chapter 57.

**MOTION**

Mr. Horton made a motion that the Board allow the fees be placed in both Chapter 10 and Chapter 57. Mr. Temples seconded the motion, which carried unanimously.

**9. Reports**

A. Inspection Report

Mr. Adams reported that there have been about 138 inspections completed since December 2, 2013.

B. Investigative Review Committee (IRC) Report

December 3, 2013 IRC report

Ms. Wolfe said the IRC recommended seven cases be dismissed, 2013-35, 2013-42, 2013-43, 2013-47, 2013-48, 2013-54, and; 2013-57. There are five cases for formal complaint, 2013-22, 2013-30, 2013-31, 2013-33, and; 2013-46. There are two cases for letter of caution, 2012-54, and; 2013-8.

**MOTION**

Mr. O'Steen made a motion that the Board approve the IRC recommendations. Mr. Temples seconded the motion, which carried unanimously.

C. OIE Report

Ms. Wolfe stated that there are 62 cases that have been received, 11 active cases, 26 closed cases, two do not open cases, and 26 cases have been closed from January 1, 2013, to December 3, 2013. She stated that the oldest active case is 169 days.

**MOTION**

Mr. Petty made a motion that the Board accept this as information. Mr. McKnight seconded the motion, which carried unanimously.

D. Office of General Counsel

Ms. Baldwin presented the Board with the report from the Office of General Counsel (OGC). She included in the report that OGC opened 32 cases, 24 cases are pending action, four case pending consent agreement or memorandum of agreement, two pending final orders, and ten have been closed.

## **10. Disciplinary Hearings**

### **1. 2012-51 – consent agreement (William Allen Galloway Allen)**

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Ms. Baldwin stated that Mr. Allen signed off as the funeral director and embalmer supervisor on an apprentice report for January 2012 through March 9, 2012 when he was not listed as the apprentice's supervisor.

Mr. Allen allowed the apprentice to embalm bodies when is apprentice license had lapsed on May 1, 2010.

Ms. Baldwin informed that Board that the State and Mr. Allen agreed to a consent agreement for a public reprimand, probation for two years, and a \$500 fine to be paid within 30 days of the date of the consent agreement.

#### **Motion**

Mr. Horton made a motion to approved the recommendations of the consent agreement with corrections. Mr. Temples seconded the motion, which carried unanimously.

### **2. 2012-51 – consent agreement (R O Leevy)**

This proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Ms. Baldwin stated that R. O. Leevy Home for Funerals provided funeral services without a completed contract of services as required by law.

The funeral home failed to provide a general price list at the time arrangements were made.

Upon arrival of the embalmed body in Michigan, the body exhibited signs of tissue breakdown and discoloration. Additionally, an incision made in the deceased's neck during the embalming process was open.

Ms. Baldwin informed that Board that the State and Mr. Leevy agreed to a consent agreement for a public reprimand, probation for two years, and a \$500 fine to be paid within 30 days of the date of the consent agreement.

#### **Motion**

Mr. Horton made a motion to approved the recommendations of the consent agreement. Mr. Temples seconded the motion, which carried unanimously.

## **Old Business**

### **11. Application Hearing**

#### **New Funeral Home or Ownership change**

##### **1. Divine Mortuary – needs manager**

Mr. Fernandez stated that they appeared before the board on July 22, 2013 and he was approved a manager for 30 days since he has other full time employment.

He stated that is has been very difficult to find another manager that meets the 25 mile requirement. He stated they have a very low call volume and he is listed as the embalmer of record and he can work at the funeral home until 6:00p.m. or 7:00p.m. He stated he is only 8 miles from the funeral home but he is a teacher full-time and has been for 26 years. He stated he is within a few years from retiring from teaching.

### **Executive Session**

#### **Motion**

Mr. Beasley made a motion that the Board enter into executive session for legal advice. Mr. O'Steen seconded the motion, which carried unanimously.

### **Return to Public Session**

#### **Motion**

Mr. Horton made a motion that the Board return to public session. Mr. Petty seconded the motion, which carried unanimously. Mr. Horton noted for the record that no official action was taken during executive session.

#### **Motion**

Mr. Beasley made a motion that the board extend this matter until the February 2014 meeting. Mr. Fernandez may remain manager until the February 2014 meeting. If they don't have a manager that meets the requirements a cease and desist will be issued. Mr. Temples seconded the motion, which carried unanimously.

### **New Business**

#### **12. Application Hearings**

##### **New Funeral Home or Ownership change**

###### **1. Petty Funeral Home Inc – Paula Petty Dotson**

Mr. Petty recused himself since he is the current owner of Petty Funeral Home.

Ms. Dotson stated that she is the current manager of the funeral home but will now also be a stockholder of the corporation a long with her brother.

Mr. Horton inquired on if they currently sale preneed. Ms. Dotson stated they do.

#### **MOTION**

Mr. Horton made a motion that the Board approve this application, pending a favorable preneed letter and the board will honor their last inspection. Mr. McKnight seconded the motion, which carried unanimously.

###### **2. Petty Cremation Service - Paula Petty Dotson**

Mr. Petty recused himself since he is the current owner of Petty Funeral Home.

Ms. Dotson stated that she is the current manager of the funeral home but will now also be a stockholder of the corporation a long with her brother.

Mr. Horton inquired on if they currently sale preneed. Ms. Dotson stated they do.

#### **MOTION**

Mr. Horton made a motion that the Board approve this application, pending a favorable preneed letter and the board will honor their last inspection. Mr. McKnight seconded the motion, which carried unanimously.

3. Petty-Bobo Company, LLC dba Bobo Funeral Chapel – John Lawson Petty, IV

Mr. Petty recused himself since he is the current owner of Petty Funeral Home.

Mr. Petty stated that he is the current manager of the chapel but will now also be a stockholder of the corporation along with his sister.

Mr. Horton inquired on if they currently sale preneed. Mr. Petty stated they do.

**MOTION**

Mr. Horton made a motion that the Board approve this application, pending a favorable preneed letter and the board will honor their last inspection. Mr. Nelson seconded the motion, which carried unanimously.

Break for ten minutes

4. SCI/Stewart Enterprises

a. Cannon Memorial Park, Funerals and Cremations – Stanley Alan Stone

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

b. Cannon Memorial Park Funerals and Cremations - Jones Chapel – Stanley Alan Stone

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

c. Carolina Crematory – Frank M Way, III

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

d. Carolina Memorial Park Funerals and Cremations – Frank M Way, III

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

Dunbar Funeral Home – Devine St – Stewart G Dunbar Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

e. Dunbar Funeral Home – Dutch Fork Chapel – Jessica P Kline

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Petty seconded the motion, which carried unanimously.

f. Dunbar Crematory Services, Inc – Kristin Jewell

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. O’Steen made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

g. Dunbar Funeral Home Northeast Chapel – Kristin Jewell

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

h. Dillard Funerals and Cremations – David A Looper

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Temples made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. Petty seconded the motion, which carried unanimously.

i. Mackey Mortuary Funerals and Cremations – Wesley M James

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Temples made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. O'Steen seconded the motion, which carried unanimously.

j. Mackey Mortuary (Crematory) – Wesley M James

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Temples made a motion that the Board approve the sale pending legal entity letter listing all shareholders, a letter showing the sale has been finalized and favorable preneed letters. Mr. O'Steen seconded the motion, which carried unanimously.

k. Palmetto Cremation Service – Wesley M James

Mr. Temples stated he will recuse himself if need be since he worked for SCI for 18 years. They stated that will not be necessary.

SCI has acquired these funeral homes when they purchased Stewart Enterprises.

**MOTION**

Mr. Horton made a motion that the Board approve the sale pending legal entity letter listing all shareholders and favorable preneed letters. Mr. Temples seconded the motion, which carried unanimously.

5. J K Yarborough Mortuary, LLC – Jody K Yarborough

Mr. Baker stated that he knows Mr. Yarborough and will recuse himself if need be. Mr. Yarborough stated that will not be necessary.

Mr. Yarborough stated that he appeared before the board for an ownership change in April 2013 and was approved.

He stated that he was licensed as a sole proprietor but now his attorney advised him that he should be a limited liability company (LLC). So since the legal entity of the company has changed he must appear before the board again.

**MOTION**

Mr. Horton made a motion that the Board approve as is. Mr. Petty seconded the motion, which carried unanimously.

Mr. Nelson had to leave the meeting at 12:21 p.m. for an appointment.

**13. Manager change**

1. Walker's Mortuary (Chapel of Peace) – John Alston Pasley, Sr.

Mr. Pasley was give the option to close the board meeting to the public due to his health issues that he doesn't wish to be public. Mr. Pasley stated that will not be necessary, public session is fine.

Ms. Cubitt informed the board that staff has received a letter from Mr. Pasley's brother stating that due to Mr. Pasley's health issues he will not be able to work in the capacity as manager. Staff has also received a letter from Mr. Pasley's doctor stating that he should not have any problem in working in the capacity as manager. Ms. Cubitt stated that she usually approves manager changes but due to Mr. Pasley's health issues and receiving the letters she wasn't comfortable with making the decision.

Mr. Pasley stated that he use to work for his brother but had to quit due to health issues. But now he is working for Walker's Mortuary and he and his brother have only spoken twice and only seen each other once in the past year. He stated since his has started working for Walker's Mortuary he has become the black sheep in his family.

**MOTION**

Mr. Beasley made a motion that the Board approve this application with Mr. Pasley as manager due to his letter from his doctor stating that he can work 35 hours a week, with the understanding that his license is on the line. Mr. McKnight seconded the motion, which carried unanimously.

**14. Request for approval of Apprentice quarterly reports**

1. Michael Holbrooks – Funeral Director/Embalmer

The Board tabled this until Mr. Wright can appear.

**15. Reciprocity**

1. James Cleveland Wright – Funeral Director/Embalmer

The Board tabled this until Mr. Wright can appear.

**16. Request for accepting Apprenticeship since expired over 5 years**

1. Lejerik Omegus Cannon – Funeral Director/Embalmer

Mr. Cannon request the board accept his apprenticeship since he completed in 9/1/2007, even though the apprenticeship expires five years after the date of completion. He has submitted an apprentice application and a funeral director/embalmer application by exam for either way the board may vote.

**MOTION**

Mr. Horton made a motion that the Board accept Mr. Cannon's apprenticeship and grant him six months to pass the SC law exam. Mr. Beasley seconded the motion, which carried unanimously.

Mr. Petty had to leave the meeting at 12:42 p.m. for an appointment.

## **17. Request to serve Apprenticeship and has other full-time employment**

### **1. Jessica Nicole Dewese – Apprentice Funeral Director**

Ms. Dewese submitted her application in October 2013 and has other employment. A deficiency letter was mailed to her on October 7, 2013 stating that she still needed to submit her photo and criminal background report. Ms. Rose also spoke to Ms. Dewese and informed her that a deficiency letter was sent requesting the photo and criminal background report. To this date staff still has not received these items.

Ms. Dewese stated that she never received the deficiency letter nor recalls speaking to Ms. Rose. Ms. Dewese also brought her mother, Ms. Jennifer Washington Dewese and her supervisor, Ms. Bertheia Washington Kelly. Ms. Jennifer Dewese also stated that she doesn't remember receiving a letter from the funeral board.

#### **MOTION**

Mr. Horton made a motion that the Board table this issue until Ms. Dewese can submit a completed application. Mr. Temples seconded the motion, which carried unanimously.

### **2. Edward Spencer Scott – Apprentice Funeral Director**

Mr. Scott stated he has already been serving his apprenticeship but needs to extend because he hasn't met his cases yet. He also stated he works at the funeral home and for Honeywell.

Mr. Horton asked what hours does he work at the Honeywell and at the funeral home. Mr. Scott stated that he works 6:30 a.m. thru 5:00 p.m., Monday thru Thursday, but due to furlough he may not work those hours every week. He stated that he works at the funeral home Monday thru Thursday, three to four hours a day at the funeral home. Friday thru Sunday and on holidays he works all day at the funeral home.

Mr. Horton asked how many other licensees are at the funeral home. Mr. Scott stated that the only licensee is Milton Scott.

#### **MOTION**

Mr. Horton made a motion that the Board grant Mr. Scott's request and extend his apprenticeship for one year. Mr. McKnight seconded the motion, which carried unanimously.

### **3. Beverly J Thomas – Apprentice Funeral Director**

Ms. Thomas stated she works at the funeral home and for a floweriest, which are both family businesses. She stated she works under her brother at the funeral home and with her mother at the flower shop. She stated that she also attends school. She informed the board that she is retired military. She also informed the board that she doesn't have a set number of hours that she works at the flower shop.

#### **MOTION**

Mr. Beasley made a motion that the Board grant Ms. Thomas' request to serve her apprenticeship. Mr. McKnight seconded the motion, which carried unanimously.

## **18. Question – Can a retail sales outlet use their building for a cremation memorial service?**

Ms. Cubitt stated that staff has received a letter asking if a retail sales outlet can use their building for a cremation memorial service.

Mr. Temples also stated that the retail sales outlet in question is also advertising on the building and on their website that they offer funeral consulting.

Mr. Temples then said they offer the building for memorials for a fee only.

### **Executive Session**

#### **Motion**

Mr. Horton made a motion that the Board enter into executive session for legal advice. Mr. O'Steen seconded the motion, which carried unanimously.

### **Return to Public Session**

#### **Motion**

Mr. Temples made a motion that the Board return to public session. Mr. Temples seconded the motion, which carried unanimously. Mr. Horton noted for the record that no official action was taken during executive session.

#### **Motion**

Mr. Horton made a motion that in accordance with Section 40-19-20(19) retail sales outlets cannot handle or arrange dead human remains. Remains and cremations are treated the same. Mr. Temples seconded the motion, which carried unanimously.

## **19. The International Conference**

1. The Conference meeting 2/25/2014 thru 2/27/2014

#### **Motion**

Mr. Horton made a motion that Ms. Cubitt and two board members attend the meeting. Mr. Temples seconded the motion, which carried unanimously.

2. The Conference position appointment

Ms. Cubitt stated that the board has received a letter from the International Conference asking the Board to appoint a board member to serve on the International Conference board.

#### **Motion**

Mr. Horton made a motion the Board appoint Mr. Temples to serve on the International Conference board. Mr. McKnight seconded the motion, which carried unanimously.

## **20. 2014 Board meeting dates**

The scheduled 2014 board meeting dates are February 4, 2014, April 3, 2014, June 12, 2014, August 28, 2014, October 23, 2014, and December 11, 2014.

Mr. Baker stated that the February 4, 2014 meeting is scheduled during the SC Funeral Directors Association Mid-Winter Conference. He suggested not to have the board meeting during the conference as the board usually does. He stated that there are two key speakers that will be speaking on February 4, 2014 between 10:30 a.m. thru 12:30 p.m. He stated that it would be beneficial for all Board members and funeral board staff to attend the conference to hear these speakers.

Another date was found on February 11, 2014.

Mr. Horton suggested that we have a two day meeting in February if it looks like we are going to have a large meeting.

#### **Motion**

Mr. Horton made a motion the Board approve the 2014 board meeting dates as February 11, 2014, April 3, 2014, June 12, 2014, August 28, 2014, October 23, 2014, and December 11, 2014. Mr. Temples seconded the motion, which carried unanimously.

## **21. Committee Reports**

A. Legislative Committee – Brad Evans

This committee had no report.

B. Examination/CEU/Education – Jeff Temples, Mark O'Steen

Mr. Temples stated that the review of continuing education approval process is going well but there are some courses that have been denied.

C. Regulatory Compliance (Federal and State) / FTC / OSHA / ADA / PreNeed – Billy Horton, Doris Cubitt

This committee had no report.

## **22. Public Comments**

No public comments at this time.

## **23. Adjournment**

### **MOTION**

Mr. Horton made a motion the Board adjourn. Mr. Temples seconded the motion, which carried unanimously.

The December 12, 2013, meeting of the SC Board of Funeral Service adjourned at 1:27 p.m.

The next meeting of the SC Board of Funeral Service is scheduled for February 4, 2014.