

**MINUTES**  
**South Carolina State Board of Funeral Service**  
**Board Meeting Via Web/Teleconference**

10:00 a.m., December 3, 2020  
Columbia, South Carolina

**Thursday, December 3, 2020**

**1. Meeting Called to Order**

Darryl Dickerson, President, of Goose Creek, presiding, called the regular meeting of the South Carolina State Board of Funeral Service to order on December 3, 2020 at 10:17 a.m. Other board members present for the meeting included: Landis Price, II of Leesville; Kenneth E. Baxter, Sr., of Greenville; Michelle A Cooper, of Goose Creek; Dr. D'Michelle P. DuPre, of Chapin; James P. Hodge of Anderson; Charvis K. Gray, of Greenville; William B. Horton, Jr., of Kingstree; Eddie J. Nelson, of Blythewood; and Gregory Evans, of West Columbia.

Staff members present for the meeting included: Donnell Jennings, Disciplinary Counsel, Office of Disciplinary Counsel; Robert Elam, Advice Counsel, Christa Bell, Director, Office of Investigations and Inspections; Amy Holleman, Administrator; Norma McAllister, Program Assistant; Jeanie Rose, Administrative Assistant; Kathy Meadows, Investigator, Office of Investigations and Enforcement; William Poole, Inspector, Office of Investigations and Enforcement; and Matalie Mickens, Inspector, Office of Investigations and Enforcement

Members of the public attending the meeting included: Montez P. Haynes, Willie Stroman, and Necole Stroman of Greater Orangeburg Funeral Home, LLC; Brandy Kizer and Marvin Smith of Avinger Crematory; Katherine Myers, Attorney; Brendolyn Jenkins Boseman; Tamala Randolph of Graceland; Thomas Lee and Stephen Mark Holmes of Leaside Funeral Home; Billie Flemmings and Desmond Brown of Summerton Funeral Home LLC; Theodore J. Schleifer III; Jeanette V. Thomas; Rion Rampey, Executive Director, South Carolina Funeral Directors Association; Adam Birr of the South Carolina Department of Consumer Affairs and Ernest Adams

**A. Public Notice**

Mr. Dickerson announced that public notice of this meeting was properly posted at the South Carolina State Board of Funeral Service office, Synergy Business Park, Kingstree 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. In accordance with the Governor's directives regarding social distancing, the meeting will be held via video and teleconference. Members of the public who wish to attend may do so by telephone. For telephone logon information, please email [contact.funeral@lfr.sc.gov](mailto:contact.funeral@lfr.sc.gov).

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

The board members introduced themselves.

**3. Approval of Excused Absences**

Mr. Stephen L. McMillan, Jr., was not in attendance.

**MOTION**

Mr. Nelson made a motion to approve Mr. McMillan's absence. Mr. Baxter seconded the motion,

which carried unanimously.

#### 4. Approval of Minutes from the October 28, 2020 meeting

The Board reviewed the minutes.

##### **MOTION**

Mr. Baxter made a motion to approve the October 28, 2020 minutes. Mr. Gray seconded the motion which carried unanimously.

#### 5. President's Remarks

Mr. Dickerson welcomed everyone in attendance

#### 6. Administrator's Remarks – Amy Holleman

##### A. Financial Report

Ms. Holleman reported that the Board's cash balance at the end of October 31, 2020 was -\$58,087.91.

Ms. Holleman informed the Board that staff mailed Cease and Desist to licensees that failed to renew. Ms. Holleman stated that the February 2021 International Conference will be held virtually.

##### B. Updates – Funeral Establishments –Change of Managers

FE#	Name of Funeral Establishment (FE) -location	Name of former Manager		Name of New Manager		Effective Date
793	Palmetto Funeral Service of the Midlands, LLC	Albert Belcher	FD.2438	Crystal M. Whitaker	FD.3684	11/17/2020
261	Troy Funeral Home	William Penn Troy	FDE.1338	Vivian Wilson Troy	FD.1581	11/16/2020

#### 7. Reports

##### A. Inspection Report – Matalie Mickens

Ms. Mickens informed the Board that she and Mr. Poole conducted 81 inspections between October 20, 2020 and November 18, 2020.

##### B. Investigative Review Committee (IRC) Report

Ms. Kathy Meadows presented the IRC recommendations to the Board, which are to dismiss cases 2020-36; 2020-45; 2020-46; 2020-47; 2020-48; 2020-49; and 2020-61; dismiss with a cease and desist case 2020-12; issue a letter of caution to cases 2020-84 and 2020-85; and file formal complaints for cases 2020-42; 2020-43; 2020-51; and 2020-52.

Mr. Dickerson called for a motion in this matter.

##### **MOTION**

Mr. Price made a motion to approve the IRC report, Mr. Baxter seconded the motion, which passed unanimously.

##### C. Office of Investigations and Enforcement (OIE) Report

Ms. Meadows presented the OIE report to the Board as follows; there are nine active investigations; 32 cases have been closed; 10 do not open cases; 17 cases pending Board action; six pending drafting Consent Agreements; three pending drafting Formal Complaints; one pending drafting a Memorandum Of Agreement; one pending drafting a Cease and Desist order; one pending further information; four pending Office of Disciplinary Counsel action; four pending respondents agreement; and two pending scheduling for a hearing,

##### D. Office of Disciplinary (ODC) Counsel – Donnell Jennings

Mr. Jennings stated there are 55 open cases; 23 pending action, 20 pending CAs or MOAs, four pending rescheduling of hearings, five pending hearings, two pending final order hearings, and one is pending final order.

## **Disciplinary**

### **Disciplinary Hearings**

#### **8. Final Order Hearings**

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

1. Case No.: 2018-1

Mr. Landis Price and Ms. Michelle Cooper recused themselves.

The respondent was present with her attorney, Ms. Katherine Myers. Mr. Donnell Jennings represented the State in this matter. Mr. Jennings presented the Memorandum of Agreement to the Board with the Hearing Officer's recommendations. Ms. Myers stated that her client agrees to the recommendations and asked that the Board accept the recommendations.

Mr. Dickson called for a motion to go into executive session.

#### **Executive Session**

##### **MOTION**

Dr. DuPre made a motion to go into executive session to receive legal advice. Mr. Gray seconded the motion, which carried unanimously.

#### **Return to Public Session**

##### **MOTION**

Mr. Baxter made a motion to come out of Executive Session. Mr. Nelson seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

##### **MOTION**

Mr. Gray made a motion that the Board accepts the stipulation of facts, the conclusion of law, the sanctions, and the recommendations by the hearing officer with additional requirement that the Respondent's license shall be on probation for two years, during which time any disregard of any Board order, including failure to pay civil penalties or costs, shall result in immediate administrative suspension of the license. Mr. Baxter seconded the motion, which carried unanimously.

2. Case No.: 2018-50

The case was continued.

Mr. Price and Ms. Cooper rejoined the meeting. Mr. Horton left the meeting. Due to a scheduling conflict with the owner of Avinger Crematory, Ms. Holleman asked the Board to consider amending the agenda moving Avinger Crematory next on the agenda. Mr. Price asked that the Board, as a courtesy to the applicants of Greater Orangeburg Funeral Home, LLC, obtain their consent to change the agenda. Mr. Haynes and Mr. Holmes did not object.

**New Business**  
**Application Hearings**

**9. Funeral Establishments**  
**A. New Crematory**

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

1. Avinger Crematory

Ms. Brandy Kizer and Mr. Marvin Smith appeared before the Board on behalf of Avinger Crematory.

Ms. Holleman informed the Board that the application is complete. Ms. Holleman explained that on February 21, 2019 the Board approved the new crematory application; however, the crematory has not opened, therefore, Ms. Kizer and Mr. Smith are asking for an extension.

Ms. Holleman informed the Board that Ms. Kizer, the proposed manager, license number FDE 3975, initially licensed on September 14, 2016, resides 17.5 miles from the facility, and does not have a criminal background. Ms. Holleman informed the Board that McAlister-Smith Funeral Home, Inc. is the owner with Marvin M. Smith as the sole member.

Ms. Kizer asked that the Board grant the extension for the opening of the new crematory with her as the manager. Ms. Kizer explained that COVID-19 and contractors delays have contributed to the late opening of the facility.

**MOTION**

Mr. Baxter made a motion that the Board approves the extension request. Mr. Gray seconded the motion, which carried unanimously.

Mr. Hodges left the meeting. Ms. Holleman asked that the Board hear both applications for Greater Orangeburg Funeral Home, LLC simultaneously. The Board agreed.

**B. New Facility**

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

1. Greater Orangeburg Funeral Home, LLC – Montez P. Haynes
2. Greater Orangeburg Funeral Home, LLC (Branch) – Montez P. Haynes

Mr. Montez P. Haynes, Mr. Willie Stroman, and Ms. Necole Stroman appeared before the Board on behalf of Greater Orangeburg Funeral Home, LLC and the branch.

Ms. Holleman informed the Board that the application is complete and that Mr. Haynes requests that the Board approve the new facilities with him as the manager. Mr. Haynes, license number FD.3965, initially licensed on October 17, 2016 resides 3 miles from the facilities, and does not have a criminal background. Ms. Holleman informed the Board that Greater Orangeburg Funeral Home, LLC is the owner.

The Board questioned Mr. Haynes regarding this matter. Mr. Haynes asked the Board to approve the new facility applications with him as the manager.

**MOTION**

Mr. Nelson made a motion that the Board approves the new facility applications with Mr. Montez

Hayes as the manager pending the facilities passing the final inspection. Dr. DuPre seconded the motion, which carried unanimously.

The Board recessed for 10 minutes. Mr. Dickerson called for a motion to return to session. Dr. DuPre made the motion, seconded by Mr. Gray which passed unanimously.

3. Leeside Funeral Home, LLC – Spartanburg – Stephen Mark Holmes

Mr. Thomas Lee and Mr. Stephen Mark Holmes appeared before the Board on behalf of Leeside Funeral Home.

Ms. Holleman presented the application as submitted to the Board. Mr. Lee made the correction that Mr. Stephen Mark Holmes is the proposed manager and Mr. Stephen Christopher Holmes withdrew his application. The application included information for both, Mr. Stephen Christopher Holmes and Mr. Stephen Mark Holmes.

The Board reviewed the application and questioned Mr. Lee regarding this matter.

The Board determined that the application was incomplete.

**Executive Session**

**MOTION**

Mr. Nelson made a motion to go into executive session to receive legal advice. Mr. Price seconded the motion, which carried unanimously.

**Return to Public Session**

**MOTION**

Mr. Baxter made a motion to come out of Executive Session. Mr. Price seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

**MOTION**

Ms. Cooper made a motion that the Board deny the application and that the applicant resubmit a complete application with a SLED background report for Mr. Stephen Mark Holmes, and the Secretary of State documents. Mr. Baxter seconded the motion, which carried unanimously.

**C. Change of Manager**

1, Graceland Mortuary

Ms. Tamala Randolph appeared on behalf of Graceland Mortuary.

Ms. Holleman informed the Board that Ms. Randolph is asking the Board to grant an extension for a manager to be located for the facility. Ms. Randolph explained that due to the current medical crisis it has been difficult securing a manager the facility.

**Executive Session**

**MOTION**

Mr. Price made a motion to go into executive session to receive legal advice and that the administrator join the session. Mr. Baxter seconded the motion, which carried unanimously.

## **Return to Public Session**

### **MOTION**

Mr. Price made a motion to come out of Executive Session. Dr. DuPre seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session. Mr. Dickerson called for a motion in this matter.

### **MOTION**

Ms. Cooper made a motion that the Board grants the extension until the next Board meeting for the business to locate a manager. Mr. Baxter seconded the motion, which carried unanimously.

## **2. Summerton Funeral Home LLC – Billie S. Flemming**

Mr. Desmond Brown and Mr. Billie S. Flemming appeared on behalf of Summerton Funeral Home, LLC.

Ms. Holleman informed the Board that the application is complete; however, Mr. Flemming does have a criminal background. Ms. Holleman stated that Mr. Flemming, license number FDE.1854, initially licensed on August 28, 1984 resides 13.2 miles from the facility is asking that the Board approves his application to be the manager of Summerton Funeral Home, LLC.

Mr. Board questioned Mr. Flemming regarding the incidents surrounding his convictions. Mr. Flemmings related a few accounts regarding the incident. Mr. Brown addressed the Board regarding this matter.

## **Executive Session**

### **MOTION**

Mr. Baxter made a motion to go into executive session to receive legal advice. Mr. Price seconded the motion, which carried unanimously.

## **Return to Public Session**

### **MOTION**

Mr. Nelson made a motion to come out of Executive Session. Mr. Gray seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

The Board further questioned Mr. Flemmings regarding this matter, his criminal history, and the funeral service laws.

## **Executive Session**

### **MOTION**

Mr. Gray made a motion to go into executive session to receive legal advice. Mr. Baxter seconded the motion, which carried unanimously.

## **Return to Public Session**

### **MOTION**

Mr. Baxter made a motion to come out of Executive Session. Mr. Gray seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

The Board asked further questions and determined that legal advice was needed.

#### **Executive Session**

##### **MOTION**

Dr. DuPre made a motion to go into executive session to receive legal advice. Mr. Gray seconded the motion, which carried unanimously.

#### **Return to Public Session**

##### **MOTION**

Mr. Baxter made a motion to come out of Executive Session. Mr. Gray seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

##### **MOTION**

Ms. Cooper made a motion that the Board denies the change of manager application based on Mr. Flemming's lack of knowledge regarding the Funeral Service laws and his inconsistency with the information presented to the Board. Mr. Gray seconded the motion, which carried unanimously.

### **10. Funeral Director and/or Embalmer**

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

#### **A. New Application**

##### **1. Jeanette Thomas**

Ms. Jeanette Thomas appeared before the Board on her own behalf.

Ms. Holleman informed the Board that the application is complete. Ms. Thomas completed her apprenticeship in 1994 and was then licensed as a Funeral Director from 1994 – 1997, until Ms. Thomas chose not to renew her license. Ms. Holleman informed the Board that due the former recording system, staff was unable to locate Ms. Thomas' apprenticeship records.

Ms. Thomas addressed the Board and asked that the Board approve her application.

The Board questioned Ms. Thomas regarding this matter.

#### **Executive Session**

##### **MOTION**

Mr. Gray made a motion to go into executive session to receive legal advice. Mr. Baxter seconded the motion, which carried unanimously.

#### **Return to Public Session**

##### **MOTION**

Mr. Price made a motion to come out of Executive Session. Mr. Gray seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

**MOTION**

Mr. Baxter made a motion that the Board accept the application pending Ms. Thomas completes a two year apprenticeship. Mr. Gray seconded the motion, which carried unanimously.

**2. Theodore Joseph Schleifer III**

Mr. Theodore Joseph Schleifer III appeared before the Board on his own behalf.

Ms. Holleman informed the Board that the application is complete and that Board staff was unable to approve his application due a felony conviction dated from 1991.

Mr. Schleifer addressed the Board and the Board questioned him regarding this matter.

**Executive Session**

**MOTION**

Mr. Baxter made a motion to go into executive session to receive legal advice. Dr. DuPre seconded the motion, which carried unanimously.

**Return to Public Session**

**MOTION**

Mr. Price made a motion to come out of Executive Session. Dr. DuPre seconded the motion, which carried unanimously.

Mr. Dickerson noted, for the record, there were no votes taken during Executive Session.

Mr. Dickerson called for a motion in this matter.

**MOTION**

Mr. Gray made a motion that the Board accepts the application pending Mr. Schleifer passes the South Carolina Funeral Board law exam. Mr. Baxter seconded the motion, which carried unanimously.

**11. Apprenticeship**

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

**A. Extension of Apprenticeship**

**1. Yvette Samuels Green**

Ms. Green did not appear before the Board at this time. Due to Ms. Green's absence, the Board deferred her application to a later unspecified date.

Mr. Dickerson left the meeting. Mr. Price presided over the remaining session.

**12. Regulations**

Ms. Holleman and Mr. Elam presented proposed changes to the regulations recommended by the Funeral Board's Regulatory Committee. The Board voted as follows:

**57-06.1(3)**

(3) The apprentice must report quarterly, regardless of whether or not there has been any activity during the quarter. March 31, June 30, September 30 and December 31 are the due



~~dates for quarterly reports~~ quarter end dates for reporting purposes. Quarterly reports must be submitted to the office of the Board Administrator no later than thirty (30) days after the quarter's end. April 30, July 30, October 30, and January 30 are the due dates for the quarterly reports. It is the sole responsibility of the apprentice to ensure that quarterly reports are received in the office of the Board Administrator. Quarterly reports not received on time may not be accepted for credit toward completion of the apprenticeship. In no case shall an apprentice be permitted to complete his or her apprenticeship unless the reporting requirement is met.

**Mr. Price called for a motion. Dr. DuPre made a motion that the Board accepts the changes as read. Mr. Evans seconded the motion, which carried unanimously.**

**PROPOSED:**

**57-08. Licensure by Endorsement.**

(A) An applicant for licensure as an embalmer or funeral director by endorsement must:

(A1) submit proof of a current, active, and unrestricted license ~~of at least five (5) years duration~~ under the laws of another state or territory that had requirements that were, at the date of licensure, equivalent to the requirements in effect at the time of application in South Carolina; and

(B2) submit evidence of a passing score of at least seventy-five (75) on an examination approved by the Board; and

(C3) submit an application on a form approved by the Board, along with the required nonrefundable fee.

(B) An applicant whose jurisdiction does not require substantially similar requirements must:

(1) submit proof of a current, active, and unrestricted license of at least five (5) years duration as an embalmer or funeral director; and

(2) submit evidence of a passing score on an examination approved by the Board;

and

(3) submit an application on a form approved by the Board, along with the required nonrefundable fee.

**Mr. Price called for a motion. Mr. Baxter made a motion that the Board accepts the changes as read. Dr. DuPre seconded the motion, which carried unanimously.**

**PROPOSED:**

**57-09. Provisions for Biennial Renewal of Licenses and Reactivation of Expired Licenses.**

(A) All licenses and renewals expire on the thirtieth (30th) day of June unless sooner revoked or canceled. No license may be issued or renewed for a period exceeding two (2) years.

(B) All applications for renewal shall be filed with the Board within thirty (30) days prior to or within thirty (30) days following June thirtieth (30th) each even year. Renewal applications must be accompanied by the renewal fee prescribed by the Board and, if applicable, the

required number of continuing education credits. Licensees who have not properly renewed their licenses for failure to complete the required continuing education credits and/or failure to submit the appropriate renewal fee must apply for late renewal during a six (6) month penalty period following the expiration date. Late renewal applications must be accompanied by documentation, if applicable, indicating completion of the required continuing education credits as specified in Reg. 57–11 and a fee equal to the annual renewal fee plus a penalty as described in Reg. 57–12.

- (C) An embalmer or funeral director whose license has been expired for less than five (5) years may reactivate the license by applying to the Board, submitting the required fees, and demonstrating evidence satisfactory to the Board, on a form approved by the Board, of the requisite continuing education hours for each year during which the license was expired. In such cases, the Board may require supervised experience as a condition of reactivation.
- (D) An embalmer or funeral director whose license has been expired for more than five(5) years must reapply and meet all of the requirements, including re-examination, at the time of application, for licensure.
- (E) Applicants for reactivation must submit a notarized affidavit certifying that he or she has not been engaged in the practice of embalming or funeral directing in this State during the period the license was not in a current status.

**Mr. Price called for a motion. Mr. Gray made a motion that the Board accepts the changes as read. Mr. Nelson seconded the motion, which carried unanimously.**

**PROPOSED:**

**57–10(C). Provisions for Permitting of Funeral Establishments.**

An applicant for permitting of a funeral establishment must:

- (A) submit an application on forms approved by the Board, along with the required fee; and
- (B) submit to an inspection of the funeral establishment. The inspection must show the establishment has the following:
  - (1) a chapel or parlor where funeral services may be conducted; and
  - (2) a preparation room equipped with a sanitary floor and necessary drainage, ventilation, necessary approved tables, hot and cold running water, and a sink separate from table drainage; instruments, and supplies, for the preparation and embalming of dead human bodies; and
  - (3) a room containing a displayed stock of at least six (6) adult caskets and other necessary funeral supplies; and
  - (4) a minimum of one (1) motor hearse for transporting casketed human remains; and
  - (5) submit evidence that the facility meets all State and local building and fire codes; and
- (C) submit the name of a licensed funeral director as manager of the facility who is or will become, prior to opening the facility, a full-time regular employee in responsible charge of the establishment and who is legally and ethically responsible for all actions taken at the establishment. In the event the manager leaves the facility or is unable to perform the duties of a facility manager, the facility shall, within thirty (30) days submit, on a form approved by the Board, the name of the successor manager as required in Section 40–19–270(C), South Carolina Code of Laws (1976, as amended). As a part of the application, the manager must submit a notarized statement that he or she has been a resident of South Carolina licensed and actively practicing in South Carolina for at least one (1) year prior to being named the manager of the facility; and

**Mr. Price called for a motion. Mr. Baxter made a motion that the Board accepts the changes as read. Dr. DuPre seconded the motion, which carried unanimously.**

Ms. Holleman presented the following recommendation from the Committee:

- (D) submit evidence satisfactory to the Board that the owner of the facility is a South Carolina licensed funeral director, if a sole proprietorship. If a partnership, at least one (1) general partner must be a licensed funeral director, or the partnership must employ a full-time manager. If a corporation, at least one (1) officer of the corporation must be a licensed funeral director, or the corporation must employ a full-time manager. Owners of facilities may be required to submit partnership agreements, corporate resolutions, or any other such documents as may be requested by the Board to demonstrate compliance with this provision.

**Mr. Price called for a motion. Mr. Gray made a motion that the Board accepts the changes as read. Dr. DuPre seconded the motion, which carried unanimously.**

**PROPOSED:**

**57–11. Continuing Education Requirements for Embalmers and Funeral Directors.**

(A) Persons licensed as embalmers or funeral directors must complete ~~three (3)~~ six (6) hours of formal continuing education during every licensure period as a condition of renewal of their license. The continuing education completed **must represent an in-depth study of three (3) different topics and** be gained through participation in formal instruction, seminars, or workshops approved by the Board. This continuing education requirement does not apply to persons who are sixty (60) years of age or older or persons who have been licensed for thirty (30) or more years by the Board so long as those persons do not act as the manager of record of any funeral establishment.

**Mr. Price called for a motion. Mr. Evans made a motion that the Board accepts the changes as read from 3 to 6 hours. Dr. DuPre seconded the motion, which carried unanimously.**

**Mr. Price called for a motion regarding the verbiage “must represent an in-depth study of three (3) different topics and”. Dr. DuPre made a motion to change remove the verbiage and replace with “must”. Mr. Gray seconded the motion, which carried unanimously.**

Ms. Holleman stated that the Committee discussed a new regulation regarding advertisements, as required by SC Code 40-19-110(2): which would need proposed regulation number, depending on where best fits in the current regulations; unless a new Article is created, the best fit seems to be Article 7, the Code of Ethics. Code of Ethics could be 57- 13.1, and the new regulation as stated below, could be 57-13.2.]

**Websites for funeral establishments must list the individual South Carolina State Board of Funeral Service license number of all licensed funeral directors and embalmers employed at the establishment and further must identify all other employees mentioned in the website are either unlicensed or apprenticed, as the case may be. If a funeral director or embalmer’s license is subsequently lapsed, revoked, suspended, or surrendered, the website shall not continue to identify the individual as licensed as long as the disqualification exists.**

**Mr. Price called for a motion. Mr. Gray made a motion that the Board accepts the changes as read. Mr. Baxter seconded the motion, which carried unanimously.**

Ms. Holleman stated that additionally, the Committee discussed amplifying Reg. 57-06.1(6) as follows, the underlined verbiage being the proposed amended language:

- (6) To complete his or her apprenticeship, an apprentice embalmer or funeral director must assist in the embalming of at least fifty (50) cases for an apprentice embalmer or assist the funeral director in at least fifty (50) funerals for an apprentice funeral director. The apprentice embalmer or apprentice funeral director must document all embalming and funeral cases that he or she assists in during the apprenticeship period. Of the fifty (50) cases required, at least twenty-five (25) cases must include a series of tasks as specified by the Board and enumerated in the quarterly report form.

**Mr. Price called for a motion. Dr. DuPre made a motion that the Board accepts the changes as read. Mr. Gray seconded the motion, which carried unanimously.**

Ms. Holleman stated that the Committee discussed striking Reg. 57-06.1(9), which would cause the ensuing subsection, 57-06.1(10) to revert to that number. Ms. Holleman stated that the Committee discussed striking the entire section Reg. 57-06.1(9) a(9). The Board discussed the recommendation.

**Mr. Price called for a motion. Mr. Gray made a motion that the Board retains regulation 57-06.1(9) as it is currently written. Mr. Nelson seconded the motion, which carried unanimously.**

### **13. Consent Agreement Parameters**

Ms. Holleman asked that the Board consider establishing a Committee to provide Consent Agreement parameters. Ms. Holleman asked that the committee consist of the Board's Advice Counsel, the Office of Disciplinary Counsel legal representative, the Board's Administrator, and Board members (specific number determined by the Board). The Board discussed the matter and Mr. Price asked for Committee volunteers. Mr. Baxter and Mr. Gray volunteered. The Board suggested that the Committee be comprised of at least three Board members; therefore, as an additional member, the Board suggested Mr. Hodge with the condition that the Administrator obtains his consent. Mr. Price called for a motion on this matter.

#### **MOTION**

Mr. Gray made a motion that the Board establishes the Consent Agreement Parameters' Committee to include the Board's Advice Counsel, Administrator, Office of Disciplinary Counsel legal representative, and three Board members. The Board members consist of Mr. Kenneth Baxter, Sr., Mr. Charvis Gray, and Mr. Hodge upon his consent. Mr. Nelson seconded the motion Mr. Nelson, which carried unanimously.

### **14. Correction – August 27, 2020 Minutes**

Ms. Holleman presented the correction to the Board.

#### **MOTION**

Mr. Baxter made a motion to approve the correction. Dr. DuPre seconded the motion, which carried unanimously.

### **15. Executive Session for Legal Advice, If Needed**

**16. Public Comments (no votes taken)**

**17. Adjournment**

Mr. Price called for a motion to adjourn.

**MOTION**

Mr. Gray made a motion to adjourn the meeting. Mr. Evans seconded the motion, which carried unanimously.

Mr. Price, after ensuring there being no further business to discuss, adjourned the December 3, 2020 meeting for the South Carolina State Board of Funeral Service at 5:18 p.m.

The next scheduled Board meeting for the South Carolina State Board of Funeral Service is February 18-19, 2021 at 10:00 a.m.