

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

10:00 a.m., December 2, 2021  
Via Web/Teleconference  
Columbia, South Carolina

**Thursday, December 2, 2021**

**1. Meeting Called to Order**

Landis Price, II, President, of Leesville, presiding, called the regular meeting of the South Carolina State Board of Funeral Service to order on December 2, 2021 at 10:11 a.m. Other board members present for the meeting included; Kenneth E. Baxter, Sr., Vice-President, of Greenville; James P. Hodge, Secretary/Treasurer, of Anderson; Dr. D'Michelle P. DuPre, of Chapin; Gregory Evans, of Newberry; Stephen L. McMillan, Jr., of Myrtle Beach; and Eddie J. Nelson, of Blythewood. Ms. Michele A. Cooper, of Moncks Corner arrived at 10:19 a.m.

Staff members present for the meeting included: Erin Baldwin, Disciplinary Counsel, Office of Disciplinary Counsel; Alexis Bell, Disciplinary Counsel, Office of Disciplinary Counsel; Kyle Tennis, Advice Counsel, Office of Advice Counsel; Sonya Morse, Paralegal, Office of Disciplinary Counsel; Amy Holleman, Administrator; Norma McAllister, Program Assistant; Rodney Pigford, Chief 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: Sarvis Chadwick Young, of Young Funeral Home, LLC; Hazel R. Cauthen, Jr., and James Emerson Altmeyer, of Lancaster Funeral Home and Cremation Service, and Cremation Specialist; Kay C. Cauthen and James E. Altmeyer, Jr. of Wolfe Funeral Home; Ralph W. Canty, of Tranquility Cremation Service; Douglas C. McDougald III of McDougald Funeral Home Crematory; Larry Williams; Brandon Jerome Knotts; Jason Scott McClain; William Christopher White; Dwight C. Moore, Esquire; Adam Birr, South Carolina Department of Consumer Affairs; and Rion Rampey, South Carolina Funeral Directors Association.

**A. Public Notice**

Mr. Price 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. 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).

**B. Pledge of Allegiance**

All present recited the Pledge of Allegiance.

**2. Approval of the Agenda**

Mr. Price called for a motion to approve the agenda.

**MOTION**

Mr. Nelson made a motion that the Board approves the agenda for today's Board meeting. Mr. Baxter seconded the motion, which carried unanimously.

**3. Introduction of Board Members and Staff Attending the Meeting**

The board members and staff attending the meeting introduced themselves.

**4. Approval of Excused Absences**

Mr. Darryl Dickerson, Mr. Brent Taylor, and Mr. Charvis Gray were not in attendance

**MOTION**

Mr. Hodge made a motion, and Mr. McMillan seconded, to approve absences. The motion carried unanimously.

**5. Approval of Excused Absences for IRC Members**

Ms. Holleman reported that all members were present for the Investigator Review Committee meeting.

**6. Approval of Minutes from the October 27 & 28, 2021 meetings**

The Board reviewed the minutes.

**MOTION**

Mr. Baxter made a motion to approve the October 27 & 28, 2021 minutes. Mr. Nelson seconded the motion, which carried unanimously

**7. President’s Remarks – Landis D. Price, II**

Mr. Price welcomed everyone in attendance.

**8. Administrator’s Remarks – Amy Holleman**

**A. Financial Report**

Ms. Holleman reported that the Board’s cash balance at the end of October 31, 2021 was -\$295,132.64.

**B. The International Conference of Funeral Service Examining Board’s 118<sup>th</sup> Annual Meeting, Houston, TX**

Ms. Holleman informed the Board that The International Conference of Funeral Service Examining Board will hold its 118<sup>th</sup> annual meeting in Houston, TX, from February 23-24, 2022, which includes a board member training session.

Ms. Holleman stated that the Board may choose to approve attendance to the conference for the Administrator and two board members. Also, as a consideration The International Conference is offering a grant for the Board’s delegate to attend the conference. After discussing the matter, the Board decided to approve travel for the administrator, two Board member, Kenneth Baxter, Sr., and one to be named within 10 days from today.

**MOTION**

Dr. DuPre made a motion and Mr. Nelson seconded that the Board approves travel to the 118<sup>th</sup> Annual Meeting of The International Conference of Funeral Service Examining Board in Houston, TX on February 23-24, 2022 for the administrator, as the delegate, and two board members. The motion carried unanimously.

**C. Updates – Funeral Establishments**

**Change of Managers**

FE#	Name of Funeral Establishment (FE) – location	Name of Former Manager	Name of New Manager	Effective Date	
546	J P HOLLEY FUNERAL HOME	JOHNATHAN HOLLEY	FELICIA B WOODS	FD.3569	11/04/2021
1017	CREMATION SERVICES OF SOUTH CAROLINA – LADSON	JAMES PEACHER WALDUN	BRYAN K. KENWORTHY	FDE.4149	11/09/2021
1016	SIMPLICITY LOWCOUNTRY CREMATION & BURIAL	JAMES PEACHER WALDUN	BRYAN K. KENWORTHY	FDE.4149	11/09/2021

980	SIMPLICITY LOWCOUNTRY CREMATION & BURIAL SERVICES	JAMES LANTON DOBBINS	FDE.3201	AMY B. FENTON	FDE.4227	11/10/2021
981	CREMATION SERVICES OF SC CREMATORY	JAMES LANTON DOBBINS	FDE.3201	AMY B. FENTON	FDE.4227	11/10/2021
251	WALKER FUNERAL HOME LLC	HERVEY W WALKER JR	FDE.618	RODRIQUEZ JENKINS	FDE.3778	11/15/2021

### Funeral Establishment **New Branch**

FE#	Name of Funeral Establishment (Branch)	Parent Facility	Branch Location	Name of Manager	Effective Date
1111	THE PALMETTO MORTURARY	THE PALMETTO MORTUARY OF SC LLC	2290 HWY 56 SPARTANBURG	JONATHAN GILES SCHANEN	FDE.2646 11/10/2021

Ms. Holleman informed the Board that between October 28, 2021 and December 1, 2021 staff issued licenses for one Funeral Director; and one Funeral Director and Embalmer. Board staff issued certificates for two student embalmers; 2 student funeral director and embalmer; one embalmer apprentice; seven funeral director apprentice; and two funeral director and embalmer apprentices.

Ms. Holleman informed the Board that the South Carolina Funeral Directors' Association has provided a complimentary booth at the Mid-Winter conference that she and Ms. Matalie Mickens will be operating to answer questions and disseminate funeral service information.

## 9. Reports

### A. Inspection Report – Buddy Poole

Mr. Poole informed the Board that he and Ms. Mickens conducted 52 inspections between October 15, 2021 and November 16, 2021.

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

Mr. Rodney Pigford presented the November 15, 2021 IRC recommendations to the Board, which are to dismiss cases 2021-40, 2021-43, 2021-41, and 2021-42; file a formal complaint for case 2021-29; issue a letter of caution for cases 2021-18 and 2021-15; and reconsideration for dismissal of case 2018-60..

Mr. Price called for a motion in this matter.

### **MOTION**

Ms. Cooper made a motion that the Board approves the IRC recommendations. Dr. DuPre seconded the motion, which carried unanimously.

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

Mr. Pigford stated that the Office of Investigation and Enforcement received 65 complaints between January 1, 2021 and November 18, 2021. There are currently 11 active investigations and 22 closed cases as of November 18, 2021.

### D. Office of Disciplinary Counsel (ODC) Report

Ms. Bell presented the ODC report to the Board stating that as of November 30, 2021, there were 52 open cases; 19 pending hearings and agreements; and 30 cases closed since January 1, 2021.

## Disciplinary

### Disciplinary Hearings

#### 10. A. Final Order Hearing

These proceedings were recorded by a court reporter in order to produce a verbatim transcript should

one be necessary.

### **1. Case Nos.: 2016-31 and 2016-43**

Ms. Michelle Cooper recused herself. The Respondent was present with his attorney, Dwight C. Moore. Ms. Erin Baldwin represented the State and presented the Hearing Officer's Recommendations. Attorney Moore addressed the Board and concurred with the Hearing Officer's Recommendations.

### **MOTION**

Mr. Nelson made the motion and Dr. DuPre seconded to accept the Hearing Officer's Recommendations. The motion carried unanimously.

## **Applications**

### **Application Hearings**

#### **11. Funeral Establishment**

These proceedings were recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

##### **A. New Funeral Home**

###### **1. Young Funeral Home, LLC – Hemingway – Sarvis Chadwick Young**

Mr. Sarvis Chadwick Young appeared before the Board on behalf of Young Funeral Home, LLC.

Ms. Holleman informed the Board that the application is complete and that Mr. Young requests that the Board approve the new facility with him as the manager. Mr. Young, license number FDE.3453, initially licensed on April 14, 2009, resides 23.1 miles from the facility, and does not have a criminal background. Ms. Holleman informed the Board that Young Funeral Home, LLC is the owner.

The Board questioned Mr. Young regarding this matter. After concluding there were no others statements and/or questions, Mr. Price called for a disposition in this matter.

### **MOTION**

Ms. Cooper made the motion and Mr. Baxter seconded, that the Board approves the new facility with Mr. Sarvis Chadwick Young as the manager of record, pending the facility passing the final inspection. The motion carried unanimously.

The Board heard B1 and B2 simultaneously. There were no objections.

##### **B. Change of Ownership**

###### **1. Lancaster Funeral Home and Cremation Service – Lancaster – Hazel R. Cauthen, Jr.**

###### **2. Cremation Specialist – Lancaster – Hazel R. Cauthen, Jr.**

Mr. Hazel R. Cauthen, Jr., and Mr. James Emerson Altmeyer, Jr. appeared before the Board on behalf of Lancaster Funeral Home and Cremation Service, and Cremation Specialist.

Ms. Holleman informed the Board that the applications are complete and that Mr. Cauthen, Jr. is asking that the Board approve the change of ownership with him as the manager. Mr. Cauthen, license number FDE. 1258, initially licensed on July 31, 1969 resides 1.6 miles from the facilities, and does not have a criminal background. Ms. Holleman informed the Board that Dignity Funera Services, Inc. is the owner of the facility with members, James E. Altmeyer, Jr., Brann Altmeyer, and Joseph N. Gompers.

The Board questioned Mr. Cauthen regarding this matter. Thereafter, Mr. Price called for a disposition in this matter.

**MOTION**

Ms. Cooper made a motion that the Board approves the change of ownerships for Lancaster Funeral Home and Cremation Service and Cremation Specialist with Mr. Cauthen as the manager of record pending the facilities passing the final inspection, and the receipt of South Carolina Department of Consumer Affairs' pre-need favorable letter. Mr. McMillan seconded the motion, which carried unanimously.

3. Wolfe Funeral Home – Fort Mill – Kay C. Cauthen

Ms. Kay C. Cauthen and Mr. James Emerson Altmeyer, Jr. appeared before the Board on behalf of Wolfe Funeral Home.

Ms. Holleman informed the Board that the application is complete and that Ms. Cauthen is requesting that the Board approve the change of ownership with her as the manager. Ms. Cauthen, license number FD.2022, initially licensed on July 12, 1989 resides 24.9 miles from the facility, and does not have a criminal background. Ms. Holleman informed the Board that Lancaster Funeral Home & Cremation Service is the parent facility and the owner is Dignity Funeral Services, Inc. with shareholders, James E. Altmeyer, Jr., H. Brann Altmeyer, and Joseph N. Gompers.

The Board questioned Ms. Cauthen regarding this matter.

**MOTION**

Mr. McMillan made a motion that the Board approves the change of ownership for Wolfe Funeral Home with Ms. Cauthen as the manager pending the facility passing the final inspection and the receipt of the South Carolina Department of Consumer Affairs' pre-need favorable letter. Dr. DuPre seconded the motion, which carried unanimously.

**C. New Crematory**

1. Tranquility Cremation Service – Sumter – Ralph W. Canty

Mr. Ralph W. Canty appeared before the Board on behalf of Tranquility Cremation Service.

Ms. Holleman informed the Board that the application is complete and that Mr. Canty is requesting that the Board approve the new crematory with him as the manager. Mr. Canty, license number FD.1220, initially licensed on August 1, 1968, resides 0.5 miles from the facility, and has a criminal background. Ms. Holleman informed the Board that The Job's Mortuary, Inc., is the owner with shareholder, Ralph W. Canty.

The Board questioned Mr. Canty regarding this matter.

**MOTION**

Mr. Nelson made a motion that the Board approves the new crematory, Tranquility Cremation Service with Mr. Ralph W. Canty as the manager pending passing final inspection. Mr. Baxter seconded the motion, which carried unanimously.

2. McDougald Funeral Home Crematory – Anderson – Douglas C. McDougald, III

Mr. Hodge recused himself. Mr. Douglas C. McDougald, III appeared before the Board on behalf of McDougald Funeral Home Crematory.

Ms. Holleman informed the Board that the applications are complete and that Mr. McDougald is requesting that the Board approve the new crematory with him as the manager. Mr. McDougald, license number FD.2090, initially licensed on July 10, 1991 resides 5.3 miles from the facility, and has a criminal background. Ms. Holleman informed the Board that The McDougald Funeral Home is the owner with shareholders, Douglas C. McDougald and Jesse F. McDougald.

The Board questioned Mr. McDougald regarding this matter.

**MOTION**

Mr. McMillan made a motion that the Board approves the new crematory, McDougald Funeral Home Crematory with Mr. McDougald as the manager, pending passing the final inspection. Dr. DuPre seconded the motion, which carried unanimously.

**12. Funeral Director and/or Embalmer**

These proceedings were recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

**A. Licensure by Endorsement/Reciprocity**

1. Larry Williams

Mr. Larry Williams appeared on his own behalf.

Ms. Holleman informed the Board that the application is complete and that Mr. Williams is asking that the Board approve his Funeral Director and Embalmer licensure by endorsement/reciprocity application. Ms. Holleman informed the Board that Mr. Williams initially licensed on June 22, 2021 as a Funeral Director and Embalmer in Georgia and has a criminal background. Ms. Holleman stated that according to the Georgia requirements for licensure Mr. Williams completed at least 3120 hours of an apprenticeship. He served his Georgia apprenticeship for May 15, 2013 through March 31, 2018. Piedmont Technical College awarded Mr. Williams an Associated in Applied Science in Funeral Services on August 11, 2011.

Mr. Williams addressed the Board and answered questions regarding this matter.

**Executive Session**

**MOTION**

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

**Return to Public Session**

**MOTION**

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

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

Mr. Price called for a disposition in this matter.

**MOTION**

Ms. Cooper made a motion, seconded by Mr. Nelson, that Mr. Williams has substantially met the requirements of South Carolina and that Mr. Williams will be issued his license after successfully passing the South Carolina State Board of Funeral Service's law exam. The motion carried unanimously.

**B. Apprenticeship**

1. Brandon Jerome Knotts

Mr. Brandon Jerome Knotts appeared on his own behalf.

Ms. Holleman informed the Board that the application is complete and that Mr. Knotts has completed his apprenticeship. Mr. Knotts is asking the Board to extend his apprenticeship while he completes his education.

Mr. Knotts addressed the Board and answered questions regarding this matter. He asked the Board to approve the renewal of his Funeral Director and Embalmer apprenticeship certificate.

Mr. Price called for a disposition in this matter.

**MOTION**

Ms. Cooper made a motion that the Board approves a one year extension. Mr. Baxter seconded the motion, which carried unanimously.

2. Jason Scott McClain

Mr. James Hodge recused himself. Mr. Jason Scott McClain appeared on his own behalf.

Ms. Holleman informed the Board that the application is complete and that Mr. McClain is asking that the Board approves his apprenticeship extension application. Ms. Holleman explained that the Board has not granted the Administrator authority to approve an extension when the apprenticeship is complete and the applicant has not taken the exams twice yearly after completion, which is Mr. McClain's case

Mr. McClain addressed the Board and answered questions regarding this matter.

**Executive Session**

**MOTION**

Ms. Cooper 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. McMillan made a motion to come out of Executive Session. Mr. Evans seconded the motion, which carried unanimously.

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

**MOTION**

Ms. Cooper made a motion that the Board approves the apprenticeship extension for one year to take the exams. Mr. McMillan seconded the motion, which carried unanimously.

Mr. Hodge returned to the meeting.

**13. Discussion: Board Administrator Authority to Extend Completed Apprenticeship**

Ms. Holleman asked that the Board consider granting the Administrator the authority to approve an apprenticeship extension after the individual has completed his/her, if the person is actively attending Mortuary Science School and has not exhausted the five year apprenticeship maximum stated in statute. The Board discussed the matter.

**MOTION**

Mr. McMillan made a motion, seconded by Mr. Nelson, to grant the Administrator the authority to use her discretion in approving an extension after an individual has completed their apprenticeship.

**14. Defining “unexcused absence”**

Mr. Tennis presented the information regarding unexcused absences for Board members. The Board reviewed and discussed the matter. The Board determined that the following language was acceptable for unexcused absence and made a motion to accept the language.

**MOTION**

Mr. Nelson made a motion, seconded by Mr. McMillan which carried unanimously, that the Board accepts the following language that defines an unexcused absent:

**Definition of “Unexcused Absence” adopted by the Funeral Board at its December 2, 2021 Meeting**

1. An absence for any reason other than those identified below constitutes an unexcused absence pursuant to S.C. Code Ann. § 1-3-245 for the purpose of Board vacancies:
  - a. Conflicting business in which a Board member’s attendance is mandatory and conflict is unavoidable;
  - b. Hospitalization of the Board member’s immediate family, with “immediate family” consisting of spouse, child(ren), parents, parents-in-law, siblings, grandchildren, and grandparents;
  - c. Death of the Board member’s family, with “family” consisting of immediate family, nieces, nephews, cousins, and in-laws;
  - d. Illness of the Board member;
  - e. Unavoidable travel delays or cancellations;
  - f. Court order or subpoena; or
  - g. Other extraordinary circumstances as approved by the Board.
  
2. Absent compelling and extraordinary circumstances, a Board member must notify the Board Administrator in writing at least 48 hours in advance of the Board meeting regarding the request for an excused absence. An otherwise excused absence will not be excused if the Board member fails to notify the Board Administrator by the aforementioned time frame unless failure to notify is the result of circumstances surrounding the reason for the absence itself (i.e. sudden illness within 48 hours of meeting). An absence, excused or unexcused, will be made part of the record following a majority vote of the Board at the scheduled Board meeting.

**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. Nelson made a motion and Mr. Baxter seconded to adjourn the meeting. The motion carried unanimously.

Mr. Price, after ensuring there being no further business to discuss, adjourned the December 2, 2021 meeting for the South Carolina State Board of Funeral Service at 1:30 p.m.

The next scheduled Board meeting for the South Carolina State Board of Funeral Service is February 16-17, 2022 at 10:00 a.m.