

South Carolina Board of Funeral Service
Board Meeting Minutes
Wednesday, August 19, 2026 at 10:00 am
110 Centerview Dr., Kingstree Building, LowCountry Conference Room
Columbia, South Carolina 29210

1. Meeting Called to Order

Douglas Hawkins, Vice-President, called the meeting of the South Carolina State Board of Funeral Service to order at 10:01 a.m. A quorum noted as present.

Public Notice

Mr. Hawkins announced that public notice of this meeting was properly posted at the SC 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.

Board Members Present:

R. Douglas Hawkins, President
Barry Watson, Vice-President
Herbert Edwards, Secretary
Timothy Cox
Darryl Dickerson
Clyde Rampey
Randall Calcutt
Thomas Wright
Kent Dill

SCDLLR Staff Present:

Matalie Mickens - Board Executive
Otis Richardson - Administrative Coordinator
Brandy Duncan, Esq. - Advice Counsel
Alexis Bell, Esq. – Disciplinary Counsel, ODC
Renee Young-Lead Investigator, OIE
Sekimer Vinson- Investigator, OIE
Jennifer Stillwell- Assistant Deputy Director, OIE
Byron Ray – Investigator, OIE
Tori Smith – Investigator, OIE
Kirsten Mobley – Investigator, OIE

Members of the Public:

Tina Behles- Court Reporter
Carolyn Beasley Shortt- SCMA
Adam Birr - SC Dept. of Consumer Affairs
Latoyia Smith- SC Dept. of Consumer Affairs
Brittany Lawrence-Jeatter- Lawrence-Jeatter Funeral Home, LLC
Rhonda Bordner
Joseph Priester
A.D. Givens- SGM
Katherine Myers, Esq.
Kenyatta King- Peoples and Peoples
Frederick Davis- Peoples and Peoples

Rion Rampey- SCFDA
Garrett Holland
Rachelle Kessinger- Holland Funeral Service
Robbie King
Pansy King-Kings Family Funeral Home
Margie King- Kings Family Funeral Home
Kendall Kirby- Kirby-Byrd Funeral Home
Jarrodick Byrd- Kirby-Byrd Funeral Home

2. Pledge of Allegiance

All present recited the pledge of allegiance.

3. Approval of Agenda

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

MOTION: Mr. Dickerson made a motion to amend the agenda where item 11.a.4 is moved before item 11.a.1 and to approve the amended agenda Mr. Watson seconded the motion, which carried unanimously.

4. Introduction of Board Members and Persons Attending the Meeting

5. Board Officer Elections

a. President

MOTION: Mr. Watson made a motion to nominate Mr. Hawkins to become the President. The motion was seconded by Mr. Calcutt. No other nominations were made and Mr. Hawkins was elected unanimously.

b. Vice President

MOTION: Mr. Rampey made a motion to nominate Mr. Watson to become Vice-President. The motion was seconded by Mr. Calcutt. No other nominations were made and Mr. Watson was elected unanimously.

c. Secretary-Treasurer

MOTION: Mr. Dickerson made a motion to nominate Mr. Edwards as Secretary-Treasurer. The motion was seconded by Mr. Wright. No other nominations were made and Mr. Edwards was elected unanimously.

Legislative Contact

MOTION: Mr. Watson made a motion to have the President as the initial legislative contact, the Vice-President as the secondary contact, and Mr. Calcutt as the alternate. The motion was seconded by Mr. Rampey, which carried unanimously.

6. Board Purpose & President's Remarks

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.

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

7. Approval of Excused Absences

MOTION: Mr. Calcutt made a motion excuse the absence of Mr. Harley. The motion was seconded by Mr. Cox, which carried unanimously.

8. Approval of Excused Absences of IRC Members

MOTION: Mr. Watson made a motion to not excuse the absence of Mr. Gray. The motion was seconded by Mr. Calcutt, which carried unanimously.

9. Approval of the Meeting Minutes

MOTION: Mr. Dickerson made a motion to approve the June 3, 2026 and June 4, 2026 meeting minutes. The motion was seconded by Mr. Calcutt, which carried unanimously.

10. Staff Reports

a. Board Executive Report-Matalie Mickens

Ms. Mickens introduced new Board Member Kent Dill. Mr. Dill has over 35 years of experience as a Deputy Coroner and is the new public member of the Board.

Ms. Mickens presented the reports of the licensee totals and change of manager.

Financial Report: The cash balance is \$228,563.61 as of June 30, 2026.

b. Inspection and Citation Report – OIE- Program Manager Jennifer Stillwell

Ms. Stillwell presented the Inspection Report as information only. Ms. Stillwell presented the Inspection Report for the time between June 1, 2026 to July 31, 2026, 105 inspections were performed. A total of 362 inspections were performed January 1, 2026, to July 31, 2026.

c. Office of Investigation and Enforcement (OIE) Report – OIE Lead Investigator Renee Young

Ms. Young presented the OIE report as information only. Complaints received from January 1, 2026 through August 12, 2026 were 360. 291 cases have been closed and 17 cases are still active investigations.

d. Office of Investigation and Enforcement (IRC) Report – OIE- Lead Investigator Renee Young

Mr. Dickerson recused himself from the IRC Report. Ms. Young presented the IRC report for approval. The IRC recommended 10 cases for dismissal, 8 cases for formal complaint, and 2 cases for letters of caution.

MOTION: Mr. Watson made a motion to go into closed session to comply with S.C. Code §40-19-190. The motion was seconded by Mr. Calcutt and carried unanimously.

MOTION: Mr. Watson made a motion to exit closed session and return to open session. The motion was seconded by Mr. Edwards and carried unanimously.

MOTION: Mr. Watson made a motion to approve the IRC report. The motion was seconded by Mr. Edwards, which carried unanimously.

Mr. Dickerson returned to the meeting.

e. Office of Disciplinary Counsel Report (ODC) – Alexis Bell, Esq.

Mrs. Bell presented the ODC Report as information only. Since May 14, 2026, ODC has closed 2 cases and 4 cases have closed since the beginning of this year. There is 1 appeal pending. There are 28 open cases, with 19 cases pending hearings or agreements and 9 of those cases already scheduled for hearings.

11. Application Hearing-Funeral Establishments

a. New Facility

4. Singleton Givens & Murray Funerals and Cremations- Charleston- Aurelio D. Givens

Ms. Mickens informed the Board that the application is complete and that the request is for the Board to approve the new facility with Mr. Aurelio D. Givens as manager of record.

Mr. Givens was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Rampey made a motion to go into executive session for legal advice. The motion was seconded by Mr. Wright, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Watson made a motion to exit executive session. The motion was seconded by Mr. Edwards, which carried unanimously. No votes were taken during Executive Session.

MOTION: Mr. Watson made a motion to approve the establishment application with the amendment of office hours on the application form, submission of a copy of the signed lease, and pending final inspection. The motion was seconded by Mr. Wright, which carried unanimously.

1. Lawrence-Jeatter Funeral Home, LLC- Charleston- Brittany Lawrence- Jeatter

Mr. Dickerson recused himself from item 11.a.1 on the agenda due to incorrect and false information about his character at the last hearing.

Ms. Mickens informed the Board that the application is complete and that the request is for the Board to approve the new facility with Mrs. Lawrence-Jeatter as manager of record.

Mrs. Lawrence-Jeatter was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Edwards made a motion to go into executive session for legal advice. The motion was seconded by Mr. Calcutt, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Watson made a motion to exit executive session. The motion was seconded by Mr. Wright, which carried unanimously. No votes were taken during Executive Session.

MOTION: Mr. Edwards made a motion to accept the establishment application, pending final inspection. The motion was seconded by Mr. Rampey, which carried unanimously.

Mr. Dickerson returned to the meeting.

2. Peoples & Peoples Funeral Directors, LLC-Pamplico- Frederick Davis

Mr. Calcutt and Mr. Hawkins recused from item 11.a.2 on the agenda.

Ms. Mickens informed the Board that the application is complete and that the request is for the Board to approve the new facility with Mr. Frederick Davis as manager of record.

Mr. Frederick Davis and Kenyatta King were sworn in, testified, and responded to questions from the Board. Katherine Myers, Esq. represented the applicants.

MOTION: Mr. Edwards made a motion to go into executive session for legal advice. The motion was seconded by Mr. Dickerson, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Dickerson made a motion to exit executive session. The motion was seconded by Mr. Rampey, which carried unanimously. No votes were taken during Executive Session.

MOTION: Mr. Wright made a motion to accept the application, pending final inspection. The motion was seconded by Mr. Cox, which carried unanimously.

Mr. Calcutt and Mr. Hawkins returned to the meeting.

3. Kirby- Byrd Funeral Home and Cremation Services- Gaffney- Kendall Kirby

Mr. Edwards recused from item 11.a.3 on the agenda.

Ms. Mickens informed the Board that the application is complete and that the request is for the Board to approve the new facility with Mr. Kendall Kirby as manager of record.

Mr. Kendall Kirby and Jarrodrick Byrd were sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Dickerson made a motion to accept the application, pending final inspection. The motion was seconded by Mr. Watson, which carried unanimously.
Mr. Edwards returned to the meeting.

LUNCH

12. Application Hearings- Individuals

a. Funeral Director and/ or Embalmer Application- Licensure by Endorsement

1. Rhonda Bordner

Ms. Mickens informed the Board that the application is complete and that the hearing was for the Board to determine whether Ms. Bordner's application by endorsement would be approved.

Mrs. Bordner was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Watson made a motion to go into executive session for legal advice. The motion was seconded by Mr. Wright, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Calcutt made a motion to exit executive session. The motion was seconded by Mr. Watson. No votes were taken during Executive Session.

MOTION: Mr. Watson made a motion to approve the application pending the completion of a 1-year apprenticeship to include 25 completed cases to bring Mrs. Bordner's apprenticeship experience up to South Carolina standards. The motion was seconded by Mr. Wright, which carried unanimously.

2. Joseph Priester

Ms. Mickens informed the Board that the application is complete and that the hearing was for the Board to determine whether Mr. Priester's application by endorsement would be approved.

Mr. Priester was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Wright made a motion to go into executive session for legal advice. The motion was seconded by Mr. Watson, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Calcutt made a motion to exit executive session. The motion was seconded by Mr. Edwards, which carried unanimously.

MOTION: Mr. Watson made a motion to approve the application, pending passing the state law exam. The motion was seconded by Mr. Rampey, which carried unanimously.

3. Garrett Holland

Ms. Mickens informed the Board that the application is complete and that the hearing was for the Board to determine whether Mr. Holland's application by endorsement would be approved.

Mr. Holland was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Watson made a motion to approve the application, pending passing the state law exam. The motion was seconded by Mr. Wright, which carried unanimously.

13. Acceptance of Funeral Director Apprenticeship

1. Robbie King

Ms. Mickens informed the Board that the application is complete and that the request is for the Board to approve apprenticeship renewal/extension for Ms. Robbie King.

Ms. King was sworn in, testified, and responded to questions from the Board.

MOTION: Mr. Calcutt made a motion to go into executive session for legal advice. The motion was seconded by Mr. Watson, which carried unanimously.

EXECUTIVE SESSION

MOTION: Mr. Edwards made a motion to exit executive session. The motion was seconded by Mr. Dickerson, which carried unanimously. No votes were taken during Executive Session.

MOTION: Mr. Dickerson made a motion to approve the application with a requirement that the Applicant must complete a 1-year apprenticeship with 50 completed cases. The motion was seconded by Mr. Calcutt. The motion passed. Mr. Wright opposed.

BREAK

14. Old Business

a. Continuing Education Discussion

The Board discussed the feasibility of allowing Funeral Board meetings to count as live continuing education courses. During this discussion, the Board heard comments from Carolyn Shortt of the South Carolina Morticians Association, Rion Rampey of the South Carolina Funeral Directors Association, and Adam Birr of the South Carolina Department of Consumer Affairs regarding the proposal. Ms. Mickens expressed concerns about the proposal, primarily due to staffing concerns, particularly during the Board meetings.

MOTION: Mr. Watson made a motion to table this topic for now. The motion was seconded by Mr. Wright, and carried.

15. Investigative Review Conference (IRC) Member Selection

MOTION: Mr. Calcutt made a motion to impose a policy to not allow more than 2 unexcused absences within 1 year as an attendance policy for IRC members. The motion was seconded by Mr. Watson, which carried unanimously.

MOTION: Mr. Calcutt made a motion to amend the IRC terms of office to allow IRC members to continue their service until the member resigns or is removed from the IRC by the Board. The motion was seconded by Mr. Dickerson, which carried unanimously.

MOTION: Mr. Wright made a motion to reappoint Mr. Horton, Ms. Simmons, Mr. Crawford, and Mr. Nelson to the IRC. The motion was seconded by Mr. Cox, which carried unanimously.

MOTION: Mr. Edwards made a motion to replace Mr. Grey on the IRC with Sha-kella McDonald. The motion was seconded by Mr. Dickerson, which carried unanimously.

MOTION: Mr. Dickerson made a motion to nominate Mr. Jay Hodge and Mr. Monroe Fields as IRC alternate members. The motion was seconded by Mr. Calcutt, which carried unanimously.

16. Approval of Proposed Funeral Regulations

Ms. Duncan informed the Board that the subcommittee had met two times to review the Funeral Board regulations in depth and evaluate which sections might need amendments. Ms. Duncan explained the recommended amendments to the Funeral Board regulations to the Board and answered

questions regarding the same.

MOTION: Mr. Wright made a motion to approve the sub-committee's proposed regulations, with one amendment to the proposal for S.C. Reg. 57-09, for publication in the State Register as proposed regulations. The motion was seconded by Mr. Watson, which carried unanimously.

17. Proposed Meeting Dates

Moved to another meeting date.

18. Agenda Topics for Future Meetings

None were raised.

19. Public Comments

No additional public comments were offered.

20. Adjournment

Mr. Hawkins called for a motion to adjourn the meeting.

MOTION: Mr. Dickerson made a motion to adjourn the meeting. Mr. Calcutt seconded the motion, which carried unanimously.

Mr. Hawkins adjourned the **August 19, 2026** meeting of the South Carolina Funeral Service Board at 4:34 p.m. The next Board meeting will be held **August 20, 2026**.

Funeral Board on 8-19-26

RECUSAL FORM

Applicant or Case No. (if disciplinary)

Peoples & Peoples Funeral

Date: 8-19-26

Board Member Recused:

Douglas Hawkins

Reason for recusal: ☐ Economic Conflict/Relationship ☒ Personal Conflict/Relationship

☐ Knowledge of Allegations ☒ Requested by Applicant/Respondent

Board Member Signature:

[Redacted Signature]

Date: 8/19/2026

Applicant or Case No. (if disciplinary)

Kirby-Burd Funeral

Date: 8-19-26

Board Member Recused:

Herbert Edwards

Reason for recusal: ☐ Economic Conflict/Relationship ☒ Personal Conflict/Relationship

☐ Knowledge of Allegations ☒ Requested by Applicant/Respondent

Board Member Signature:

[Redacted Signature]

Date: 8-19-2026

Applicant or Case No. (if disciplinary)

IRC Report

Date: 8-19-26

Board Member Recused:

Darryl Dickerson

Reason for recusal: ☐ Economic Conflict/Relationship ☒ Personal Conflict/Relationship

☐ Knowledge of Allegations ☒ Requested by Applicant/Respondent

Board Member Signature:

[Redacted Signature]

Date: 8/19/2026

Applicant or Case No. (if disciplinary)

Lawrence-Jeffer FH

Date: 8-19-26

Board Member Recused:

Darryl Dickerson

Reason for recusal: ☐ Economic Conflict/Relationship ☒ Personal Conflict/Relationship

☐ Knowledge of Allegations ☒ Requested by Applicant/Respondent

Board Member Signature:

[Redacted Signature]

Date: 8/19/26

Applicant or Case No. (if disciplinary)

Peoples & Peoples Funeral

Date: 8-19-26

Board Member Recused:

Lee Calcutt

Reason for recusal: ☐ Economic Conflict/Relationship ☒ Personal Conflict/Relationship

☐ Knowledge of Allegations ☒ Requested by Applicant/Respondent

Board Member Signature:

[Redacted Signature]

Date: 8-19-26

Applicant or Case No. (if disciplinary)

Date: _____

Board Member Recused: _____

Reason for recusal: ☐ Economic Conflict/Relationship ☐ Personal Conflict/Relationship

☐ Knowledge of Allegations ☐ Requested by Applicant/Respondent

Board Member Signature: _____

Date: _____