

West Virginia Board of Funeral Service Examiners
BOARD MEETING
May 7, 2019

A quorum of the Board being present, the meeting was called to order at 1:00 p.m. by Eugene Fahey, President. Members in attendance were Robert Fields, Bryan Nichols, Ron Waybright, Fred Kitchen, John Valentine and Rich Bishoff who entered at approximately 1:09 .m. Non members present were Regina Anderson, Executive Director, Constance Sloan, Office Manager, and Anthony Eates, Assistant Attorney General.

The Executive Director introduced the new Inspector, Greg Nowlin, to the Board. Mr. Fahey asked him to give a brief summary of his background in funeral service. Mr. Fahey then introduced and welcomed John Valentine who had not previously attended a board meeting in person.

Mr. Fahey asked if the members had read the minutes from the March 12, 2019 meeting and if there were any questions. There being no questions, a motion was made by Fred Kitchen, seconded by Bryan Nichols, that the Minutes be approved as read. The motion carried unanimously.

The P-Card expenses were reviewed and there being no questions regarding the PCard expenses Robert Fields, seconded by Bryan Nichols, that the PCard expenses be approved. The motion carried unanimously.

The Financial Reports were reviewed and on motion of Robert Fields, seconded by Fred Kitchen, the reports were unanimously approved. Mr. Fahey thanked the staff for the prompt response in obtaining documentation to the "overtime" question that was raised at the last meeting.

The Board then heard the recommendations of the Complaint Committee and the Board's Attorney on Complaints 2019-01, 2019-02, 2019-03 and 2019-05 as follows:

Complaint 2019-01 (Ferrell Chambers Funeral Home). The Committee recommended that the complaint be dismissed as the funeral home did not have the documents the complainant wanted and there was no proof that the staff of the funeral home treated her disrespectfully.

Complaint 2019-02 (Matheny Whited Funeral Home). The Committee recommended that the complaint be dismissed as the funeral home does have a full time LIC and there is no proof that any unlicensed persons is performing funeral service activities.

Complaint 2019-03 (Kimes Funeral Home). The Committee recommended that the Complaint be dismissed as the funeral home is now in compliance with the law.

Complaint 2019-05 (Elk Funeral Home) The Committee recommended the complaint be dismissed as the complainant has been provided with the requested documents.

On motion of John Valentine, seconded by Robert Fields, the Board voted unanimously to accept the Committee's recommendations and dismiss the named complaints.

The Board then received an update on the licensing process outlining the number of licenses to be renewed and anticipated revenue to be generated.

Ms. Anderson gave an update on the search for a web provider and the services they would offer. There is still one or two other companies to be consulted. Mr. Fahey suggested that once the providers had been narrowed down that the Board meet to observe a presentation from the company or final two companies.

The questions of whether or not to continue with every other month meetings was then discussed. Mr. Fahey requested that the Budget figures be provided to the Board members and that a telephone conference be held in early June for the sole purpose of approving the Budget.

Licenses were signed for the following persons:

Funeral Directors:

Ernest M. Nicholas III
Jessie R. Townsend

Courtesy Cards:

Timothy S. Harman
Kathryn M. Webb

Crematory Operator:

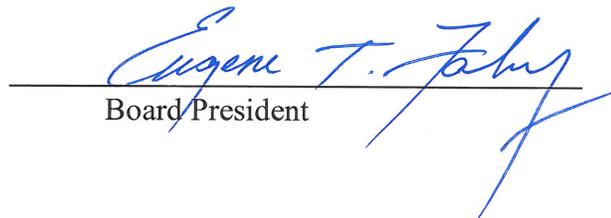
William E. Vest

Mr. Fahey announced that the next meeting would be July 2, 2019 at 10:00 pm with the Complaint Committee meeting at 9:00 am that morning.

There being no further business to be conducted, on motion of Rich Bishoff, seconded by Ron Waybright, the Board voted unanimously to adjourn.



Executive Director



Board President