

WV Board of Funeral Service Examiners
Board Meeting
179 Summers Street, Suite 319
Charleston, WV 25301

December 2, 2021
11:00 a.m.

Members, Staff & Attorney Present: Eugene Fahey, President, Rich Bishoff, Bryan Nichols, John Valentine, Ronald Waybright, Linda Lyter, Executive Director, Grady Bowyer and John McDowell, Consultant

Members Absent: Robert Fields, Fred Kitchen and Anthony Eates, Attorney

Guests Present: Rob Kimes

Call meeting to order at 11:00 by president of the board - Quorum established.

A motion is made by Rich Bishoff to approve the meeting minutes for August 17 and September 16, 2021. Seconded by Bryan Nichols. Motion approved.

Complaints review: Motion is made by Rich Bishoff to go into executive session. Seconded by Ron Waybright. Motion approved.

Discussion of complaints # 2021-09, 2022-00 and 2022-01 with recommendations.

A motion is made by Bryan Nichols to come out of executive session. Seconded by Rich Bishoff. Motion approved.

Rich Bishoff makes a motion to dismiss and close complaint # 2021-09 due to no probable cause or violation of law. Seconded by Ron Waybright. Motion approved.

Rich Bishoff makes a motion to table Complaints 2022-00 and 2022-01. Seconded by Ron Waybright. Motion approved. Both of these remain open. Licensee did not respond to either complaint filed against him.

Lyter presented finance report to the board for September, October and November. Motion made by Ron Waybright to approve the finance report. Seconded by John Valentine. Motion approved.

Lyter & Bowyer presented P-card report for September, October and November. Motion made by Ron Waybright to approve the P-card report, Seconded by John Valentine. Motion approved.

Lyter executive director report: Discussion of a new mortuary program being created by Southern West Virginia Community & Technical College located in Logan. Information provided on the purchasing audit and will be submitting response within the next couple of weeks. Legislative

update on status of rules and the process for changes to the Code during the 2022 legislative session.

Bowyer office manager report: Update on CE Broker and whether Board would like a soft stop or hard stop in relation to continuing education and license renewal. Hard stop would not allow a licensee to renew without continuing education confirmation. Soft stop is preferred by the Board. Annual report almost completed and to be submitted this month.

Correspondence with crematory operators and required training. Equipment crematory operator training is not sufficient to meet the Boards requirements.

Code updates and changes to include alkaline hydrolysis. There has been some inquiry of this method of cremation by licensees. Discussed the creation of the funeral directors only license and requirements. Discussed eliminating the requirement for the Board to provide continuing education to licensees at no fee. Note: Not aware of any other professions that provides their licensees with continuing education. This will also assist the Board in reducing annual expenditures. Also discussed was the change to the annual inspection to biennial based on the funeral establishment renewal cycle and any other language that needs updated.

A motion is made by Rich Bishoff to approve code changes as discussed. Seconded by John Valentine. Motion approved.

A motion is made by Bryan Nichols to approve Zebra Credits for continuing education provider. Seconded by Rich Bishoff. Motion approved.

A motion is made by John Valentine to approve the new WV Laws, Rules & Regulation (WVLRR) exam. Seconded by Rich Bishoff. Motion approved. Bryan Nichols abstains.

Items of interest/Board member concerns: Discussed the possibility that Grady may need a new computer at some point in the near future. Been having issues with it recently. Discussion of hiring an inspector for the northern region soon and to include on the next meeting agenda.

Rob Kimes discussed disposition of bodies relating to the medical examiner's office, options regarding unclaimed and unidentified bodies, counties where death occurred, etc. Also, provided information for the upcoming Funeral Directors Association mid-winter meeting in early February. Crematory operator training course being offered on February 2, 2022 and the continuing education meetings, lobbying, reception on February 3rd and 4th.

Licenses signed by board members.

Next regular scheduled meeting to be held on February 3, 2022 at 11:00 a.m.

Motion made by Bryan Nichols to adjourn meeting. Seconded by Rich Bishoff. Motion approved.