

Arkansas State Board of Embalmers and Funeral Directors
Teleconference Board Meeting

MINUTES

Friday, January 29, 2016

101 East Capitol Avenue

Tobacco Settlement Conference Room

Little Rock, AR

1:00 – 1:16 p.m.

Chairman James Terry Woodard called the teleconference meeting to order. Members present were: Patricia Roberts, John Wilkerson, and Sylvester Smith. Members absent were: Vice Chairman Bobby Thurman, Bobby Burns, and Ben Brazzel. Staff that were present: Amy Goode, Executive Secretary, Nina Carter, Board Counsel - Assistant Attorney General, and Interim Board Designee Inspector, Jerry Adams.

1. Call to Order-

2. Agenda Adoption

Motion made by Roberts to adopt the agenda, seconded by Smith, all in favor. Motion carried.

3. Call to Order- Introduction of Board members and anyone wishing to speak before the Board today.

4. New Business discussion

a. R. L. Reed Funeral Home – 100 Highway 79 North, Magnolia, AR – Inspected 1/29/2016 by Interim Board Inspector Jerry Adams. Manager and Embalmer of record is Randy Reed. Owner is Lewis Funeral Home in Magnolia. Motion made by Smith to approve R. L. Reed Funeral Home as Type A Funeral Establishment, seconded by Roberts, all in favor. Motion carried.

b. Chairman Woodard Teleconference policy – Mr. Woodard explained that the Board has had some inquiries about why we are limiting our teleconference phone access to only Board members. The reason the Board adopted this policy is because in the past, so many listeners have participated, that the Board was unable to hear themselves and conduct business. The Executive Secretary did get an attorney general suggestion and it is up to the Board's discretion how they conduct their meetings as long as they follow the open meetings policy. The Executive Secretary gives proper notice of all meetings, depending on whether they are regular or special and always provides the public with a conference room to listen to the meetings. All Board members were in agreement.

5. Any Old business discussion

a. Complaint presented in November 2015 – Williams Funeral Home V. Mitchell Funeral Home. Mrs. Carter explained that in November 2015 this complaint was presented and the Board voted to set this matter for a hearing. The Executive Secretary and the attorney have reviewed the case further and we do not believe this is a strong enough case. Attorney recommendation is to issue letters of warning of both parties. Motion made by Roberts to accept this recommendation, seconded by Wilkerson, all in favor. Motion carried.

6. Meeting dates:

a. March 17, 2016 – 9 am

b. May 12, 2016 - Regular meeting – 9 am

- c. **May 12, 2016 – Annual meeting – 1 pm**
 - d. **July 21, 2016 – 9 am**
 - e. **September 15, 2016 – 9 am**
 - f. **November 10, 2016 – 9 am**
7. **Adjournment** - Motion made by Smith to adjournment at approximately 1:16pm, seconded by Roberts, all in favor. Motion carried.