

Linda Lyter, Executive Director Grady M. Bowyer, Office Manager Alice Long, Receptionist

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STATE OF WEST VIRGINIA Board of Funeral Service Examiners 179 Summers Street, Suite 319 Charleston, WV 25301

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Board Meeting

February 6, 2024 @ 11:00 am

- 1. Board meeting convenes and establish quorum
- 2. Approve January 9, 2024 board meeting minutes
- 3. Executive Session Complaint Review 2023-08, 2024-01, 2024-02, 2024-04 & 2024-05, 2024-06 & 2024-07
- 4. Financial and P-card Reports for January, 2024
- 5. Executive Director's Report Legislative update, Purchasing Audit, Rent increase
- 6. Office Manager's Report Web page update, Mission statement
- 7. Discussion and Approval of Emergency Rule Changes
- 8. Discussion of SB595
- 9. Items of Interest / Board Member Concerns
- 10. Next Meeting Date
- 11. Adjourn Meeting
- 12. Licenses to be signed (page 2)

Licenses	to	be	sign	ed

Funeral Service License	Apprentice - FS	Apprentice-FD
1. Travis L. Copenhaver	1. Clay M. Dotson	
	2. John K. Browning	
	3. Jamey P. Kissel	
LIC / OIC Change	Funeral Home / Crematory	Crematory Operator
Reciprocity FS License	Courtesy Card	