

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

November 17, 2024
11:00 a.m.

Members, Staff & Attorney present included Eugene Fahey, President; Robert Fields, Secretary; Ron Waybright; Richard Bishoff; Paul Mateer; Linda Lyter, Executive Director; Adriana Marshall, Attorney; Grady Bowyer, Office Manager; Mark White, Terry Bollinger, Inspector; Mark Danehart, Inspector; Melissa Cyfers, WV Funeral Directors Association.

Members absent included: Fred Kitchen and Bryan Nichols.

Call meeting to order at 11:03 am by the President of the Board. Quorum established.

Robert Fields moved to approve the minutes of the August 1, 2024 meeting. Ron Waybright seconded the motion. The motion was approved.

Ron Waybright moved to go into executive session. Paul Mateer seconded the motion. The motion was approved. Mr. Bollinger, Mr. Danehart and Ms. Cyfers vacated the room for the executive session.

Re: Complaint 2024 - 09. The Board recommended to close the complaint due to no probable cause.

Re: Complaint 2024 - 10. The Board recommended to close the complaint due to no probable cause.

Re: Complaint 2024 - 11. The Board discussed the complaint. Remains open.

The Board next discussed compliance with consent decrees from prior complaints.

Robert Fields moved to come out of executive session. Paul Mateer seconded the motion. The motion was approved. Mr. Bollinger, Mr. Danehart and Ms. Cyfers returned.

Re: Complaint 2024 - 09: Ron Waybright moved to close the complaint due to no probable cause. Standard business practices are being followed and no other violations of law occurred. Robert Fields seconded the motion. Motion approved

Re: Complaint 2024 - 10: Ron Waybright moved to close the complaint due to no probable cause. Standard business practices were followed and no other violations of law occurred. Robert Fields seconded the motion. Motion approved.

Re: Complaint 2024 - 11: Complaint remains open.

The Board next discussed compliance with consent decrees from prior complaints. Richard Bishoff moved to authorize the Executive Director to follow-up to ensure compliance with prior consent decrees. Robert Fields seconded the motion. The motion was approved.

Executive Director, Linda Lyter, presented the P-Card and finance reports to the Board for September and October 2024. Richard Bishoff moved to approve the P-Card and financial reports. Robert Fields seconded the motion. The motion was approved.

Linda Lyter provided the Executive Director's report. Lyter discussed the need for a database update and a potential meeting with the State's Treasurer to address the matter, the State Auditor's Seminar, hourly rate salary adjustment for Bowyer, the necessity of a new computer for Grady Bowyer valuing at approximately \$1,127, and current legislative rules.

Paul Mateer moved to increase the hourly rate for Grady Bowyer to \$20.00 per hour as discussed. Ron Waybright seconded the motion. The motion was approved.

Grady Bowyer provided the Office Manager's report. Mr. Bowyer discussed CE provider renewal forms being mailed out. Mr. Bowyer also discussed the issue of lapsed licenses. Paul Mateer moved to have the Board send letters to delinquent licensees and develop a system to ensure compliance for licensees to become current. The Board noted that board action will be determined on a case by case basis. Ron Waybright seconded the motion. The motion was approved.

The Board discussed a potential new Continuing Education Provider, Wilbur Funeral Services, Inc. Ron Waybright moved to accept Wilbur Funeral Services, Inc. as a valid CE provider in the state. Robert Fields seconded the motion. The motion was approved. The Board noted that ICCFA is seeking CE status and will be discussed during the next Board meeting.

Items of Interest/Board Member Concerns: Legacy Cremation Service; Wood County medical examiner practices; and, the present status of Colorado law regarding fraudulent cremation practices. The Board agreed that Mark White would produce research regarding developments with Colorado law at the next Board meeting. Also, discussed general versus direct supervision for clarification.

Finally, the Board agreed that the next Board meeting will be held on January 17, 2025, and the mid winter meeting will tentatively be held February 19, 2025.

Paul Mateer moved to adjourn. Ron Waybright seconded the motion. The motion was approved.