Eugene T. Fahey, President Robert C. Fields, Secretary



Eric B. Nichols Ronald D. Waybright Richard Bishoff Frederick H. Kitchen Paul R. Mateer

Linda Lyter, Executive Director Grady M. Bowyer, Office Manager

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

wvfuneralboard@wv.gov https://wvfuneralboard.wv.gov

- February 19, 2025 Board Meeting @ 10:00 am
- 1. Board meeting convenes and establish quorum
- 2. Approve January 17, 2025 board meeting minutes
- 3. Executive Session Complaint Review # 2024-11, 2025-00 & other possible issues
- 4. Financial and P-card Reports for January, 2025
- 5. Executive Director's Report Treasurer's office teleconference, Office assistant, Executive Orders, Legislative update
- 6. Office Manager's Report Computer, Surrounding state's fees, LIC-CO Status
- 7. Election of Officers (§30-1-3(a))
- 8. Revise Crematory Inspection Form for Non-Public Facility (Gene)
- 9. Approval of Cremation Authorization forms (Liz Apolonio, WRW Legal)
- 10. Reinstatement Joy Carpenter
- 11. Items of Interest / Board Member Concerns
- 12. Next Meeting Date
- 13. Adjourn Meeting
- 14. Licenses to be signed (page 2)

Funeral Service License Funeral Director Crematory Operator

Gregory L. Hudson
 Jackson Johnson
 James VanFossen

3. Emily Kelly

Crematory

4. Eric Scott Simpson

Apprentice FD

Apprentice FS
1. Laryn B. Cox

Courtesy Card LIC Change Funeral Home

1. Terra Alta Funeral Home

2. Jay Funeral Home