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STATE OF WEST VIRGINIA  
Board of Funeral Service Examiners  
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### Board Meeting

February 7, 2023 @ 11:00 am

1. Board meeting convenes and establish quorum
2. Approve December 14, 2022 minutes
3. Reinstatement of Crematory Operator
4. Executive Session - Complaint Review - 2023-01, 2023-02, 2023-04, 2023-06 & Possible new complaints
5. Financial and P-card Reports for December 2022 and January, 2023
6. Executive Director's Report - Legislative Update (Interlock & Apprentice fee), Annual Report, MOU (Landscape Architects), Model Disposition Standards
7. Office Manager's Report - CE Providers renewal report, Anticipated revenue report for 2023 renewals, Web page update, OT MOU
8. Courtesy Card requirements - surrounding states,
9. Items of Interest / Board Member Concerns
10. Next Meeting Date
11. Adjourn Meeting
12. Licenses to be signed (page 2)

**Licenses to be signed**

**Funeral Service License**

1. Jami B. Nunley
2. Casandra R. Starcher
3. Amanda Lambert\*

**Apprentice - FS**

1. Roshelle T. Griffith
2. Annabelle K. McCombs
3. Jacob S. Riley
4. Emmilou Lindsay
5. Hannah C. Rice
6. Shannon E. Smith

**Apprentice-FD**

**LIC / OIC Change**

1. Vaughn-Kimes FH
2. Haven of Rest
3. C, P & J FH

**Funeral Home / Crematory**

1. Smith FH & Cremation Care
2. Good Shepherd Mortuary
3. Bollinger Funeral Home

**Crematory Operator**

1. Adam Sadler (re-issue)\*\*
2. Hannah C. Rice
3. Jordan L. Fenner

**Courtesy Card**

1. Stephanie C. Lester

\* - Recently married

\*\* - Never received (USPS)