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

March 26, 2024 @ 11:00 am

1. Board meeting convenes and establish quorum
2. Approve February 6, 2024 board meeting minutes
3. Web Page discussion - Warren Hairston
3. Executive Session - Complaint Review - 2024-01 & 2024-07
4. Financial and P-card Reports for February 2024
5. Executive Director's Report - Legislative Update & Discussion of HB 4110-Rules Bundle
6. Office Manager's Report - Update on Work Status - Upcoming License Renewals
7. Discussion and Approval of Emergency Rule Changes
8. Items of Interest / Board Member Concerns
9. Next Meeting Date
10. Adjourn Meeting
11. Licenses to be signed (page 2)

**Licenses to be signed**

**Funeral Service License**

**LIC / OIC Change**

1. Blue Ridge Crematory
2. Fanning Funeral Home

**Reciprocity FS License**

**Apprentice - FS**

1. Isaiah S. Koontz

**Funeral Home / Crematory**

1. Basagic Crematory

**Courtesy Card**

1. Christian P. Withey

**Apprentice-FD**

1. Janice M. Raulerson
2. Adam L. Cox

**Crematory Operator**

1. William Bowles
2. Frances Quesenberry
3. John Paul Alford
4. Neil J. Basagic
5. Mark A. Hitt
6. James R. Holiday, II
7. Jacob S. Riley
8. R. Steven Kitzmiller