



Linda Lyter, Executive Director
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STATE OF WEST VIRGINIA
Board of Funeral Service Examiners
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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 signed

Funeral Service License

1. Travis L. Copenhaver

Apprentice - FS

1. Clay M. Dotson
2. John K. Browning
3. Jamey P. Kissel

Apprentice-FD

LIC / OIC Change

Funeral Home / Crematory

Crematory Operator

Reciprocity FS License

Courtesy Card