

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  
Beth A. Carter, Administrative Assistant

(304) 558 0302 Tele  
(304) 558 0660 Fax

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

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

June 16, 2025  
Board Meeting @ Noon  
Birch room at Canaan Valley State Park

1. Board meeting convenes and establish quorum
2. Approve April 9, 2025 board meeting minutes
3. Executive Session - Complaint Review - 2025-00, 2025-01, 2025-02, 2025-03 and 2025-04
4. Financial and P-card Reports for April & May, 2025
5. Executive Director's Report - Executive orders, Pineville City Sales Tax, BRIM, CE waiver, CE Hardship
6. Office Manager's Report - Renewal report, Signature stamps, Video update
7. On-line Database (Grady)
7. Emergency rule filing (Grady)
8. Funeral Director waiver (Gene)
8. Apprentice Appeals (5<sup>TH</sup> year) (Grady)
9. Apprentice Renewals (payment) (Grady)
10. Items of Interest / Board Member Concerns
11. Next Meeting Date
12. Adjourn Meeting
13. Licenses to be signed (page 2)

Funeral Service License

1. Harleigh M. Wildesen
2. John K. Browning
3. Meredith R. Anderson

Funeral Director

Apprentice FD

1. Cory Jeffers

Crematory Operator

1. Aaron Hott

Apprentice FS

Crematory

Courtesy Card

LIC Change

1. Foglesong-Casto FH\*

Funeral Home

1. Waybright Funeral Home

\* - stamped and mailed