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**Robert C. Fields, Secretary**



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**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>**

**January 17, 2025**  
**Board Meeting @ 10:00 am**

1. Board meeting convenes and establish quorum
2. Approve November 19, 2024 board meeting minutes
3. Executive Session - Complaint Review - # 2024-11, Possible new Board initiated complaints
4. Financial and P-card Reports for November and December, 2024
5. Executive Director's Report - Meeting with new Treasurer (Database update), & Rules update
6. Office Manager's Report - Expired licenses
7. Casket pricing question (Gene)
8. New CO Provider - ICCFA
9. Items of Interest / Board Member Concerns
10. Next Meeting Date
11. Adjourn Meeting
12. Licenses to be signed (page 2)

Funeral Service License

1. Noah Carson

Apprentice FS

1. Sierra Newberg

Courtesy Card

Funeral Director

Apprentice FD

LIC Change

Crematory Operator

1. Sidney Felouzis
2. Christopher Wagner

Crematory

Funeral Home