

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

(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>

February 19, 2025
Board Meeting @ 10:00 am

1. Board meeting convenes and establish quorum
2. Approve January 17, 2025 board meeting minutes
3. Executive Session - Complaint Review - # 2024-11, 2025-00 & other possible issues
4. Financial and P-card Reports for January, 2025
5. Executive Director's Report - Treasurer's office teleconference, Office assistant, Executive Orders, Legislative update
6. Office Manager's Report - Computer, Surrounding state's fees, LIC-CO Status
7. Election of Officers (§30-1-3(a))
8. Revise Crematory Inspection Form for Non-Public Facility (Gene)
9. Approval of Cremation Authorization forms (Liz Apolonio, WRW Legal)
10. Reinstatement - Joy Carpenter
11. Items of Interest / Board Member Concerns
12. Next Meeting Date
13. Adjourn Meeting
14. Licenses to be signed (page 2)

Funeral Service License

Funeral Director

1. Gregory L. Hudson

Crematory Operator

1. Jackson Johnson
2. James VanFossen
3. Emily Kelly
4. Eric Scott Simpson

Apprentice FS

1. Laryn B. Cox

Apprentice FD

Crematory

Courtesy Card

LIC Change

Funeral Home

1. Terra Alta Funeral Home
2. Jay Funeral Home