

**Eugene T. Fahey, President
Robert C. Fields, Secretary**



**Linda Lyter, Executive Director
Grady M. Bowyer, Office Manager
Sierra Rabel, Administrative Assistant**

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**STATE OF WEST VIRGINIA
Board of Funeral Service Examiners
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**Eric B. Nichols
Ronald D. Waybright
Richard Bishoff
Frederick H. Kitchen
Paul R. Mateer**

**January 9, 2026
Board Meeting @ 10:00 am**

1. Board meeting convenes and establish quorum
2. Approve November 5, 2025 board meeting minutes
3. Executive Session - Complaint Review - 2025-02, 2025-03, 2025-08, 2025-09 & 2025-10, 2025-11 & 2025-12
4. Financial and P-card Reports for November & December, 2025
5. Executive Director's Report - Green Burial visit, Funeral Director Apprenticeship, Death certificates, Cemetery plots
6. Office Manager's Report -CE Provider renewals, Annual report
7. On-line Database (Grady)
8. Items of Interest / Board Member Concerns
9. Next Meeting Date - Monday, February 9, 2026
10. Adjourn Meeting
11. Licenses to be signed (page 2)

Funeral Service License
1. Anna M. Berardinelli
2. Craig L. Matheny

Funeral Director

Apprentice FS
1. Nicholas E. Randolph
2. Josuha Jenkins

Apprentice FD
1. Jamie L. Blankenship
2. Holly L. Wilson
3. Norman K. Bailey

Return to Work

LIC Change

Facilities Closed

Crematory Operator
1. Patrick L. Meintel
2. Cole A. Hall

Crematory
1. Norman K. Bailey

Funeral Home