

WV Board of Funeral Service Examiners

Board Meeting

179 Summers Street

Suite 319

Charleston, WV 25301

February 9, 2026

1:00 P.M.

Members & Staff Present: Eugene Fahey, President, Robert Fields, Secretary, Fred Kitchen, Bryan Nichols, Richard Bishoff, Linda Lyter, Executive Director, Grady Bowyer, Office Manager, Sierra Rabel, Administrative Assistant and Mark Garren, Attorney

Absent: Paul Mateer and Ronald Waybright

Guests present: Rollan Roberts II & Melissa Cyfers

Call meeting to order at 1:00 p.m. by president of board – quorum established.

A motion is made by Fred Kitchen to approve the January 9, 2026, meeting minutes. Seconded by Bryan Nichols. Motion approved.

A motion is made by Robert Fields to go into Executive Session and seconded by Bryan Nichols. Motion approved.

Rollan Roberts II exits conference room.

Complaints reviewed and discussed.

2025-02, 2025-03, 2025-10, 2025-12

Complaint # 2025-02 Remains open.

Complaint # 2025-03 Remains open.

Complaint # 2025-10 recommend to close.

Complaint # 2025-12 Remains open.

Motion is made by Robert Fields to come out of Executive Session and seconded by Rich Bishoff.
Motion approved.

Rollan Roberts II returns to conference room.

Motion is made by Rich Bishoff to close complaint # 2025-10 due to complaint resolution.
Seconded by Robert Fields. Motion approved.

All other complaints listed above remain open.

Lyter presented finance report for January. A motion is made by Fred Kitchen to approve the finance report and seconded by Rich Bishoff. Motion approved.

Lyter and Bowyer presented the P-card report for January. A motion is made by Bryan Nichols to approve the report. Seconded by Robert Fields. Motion approved.

Executive Director's Report: Recommendation to decrease funeral director apprenticeships to one year so both apprenticeships are within the same time frame. Also discussed death certificates.

Office Manager's Report: Discussed update on CE provider renewals, submission of annual report and the pass rate for the WVLRR. Also discussed HB 4483.

Board Member Concerns/Items of Interest: discussion of upcoming June board meeting at Stonewall Resort.

Potential Green Burial Legislation to be introduced this session.

Also discussed transporting bodies.

The next meeting will be scheduled for April 8th at 11am.

Licenses signed by members.

A motion is made by Bryan Nichols to adjourn the meeting. Seconded by Robert Fields. Motion approved.