

MINUTES
MISSISSIPPI STATE BOARD OF FUNERAL SERVICE
BOARD MEETING
NOVEMBER 3, 2025

CALL TO ORDER

The meeting was called to order @ 9:29 am by Mr. Nicholas Mallard, Board Chairman, at the Board's office, located at 3010 Lakeland Cove Ste W, Flowood, Mississippi.

MEMBERS PRESENT

Sandra Chancellor
Kimberly Bedford
Nicholas Mallard
David "Chad" Riemann
Joe Tew
Sammy Reed
Max Wells

MEMBERS ABSENT

None

OTHERS PRESENT

Della Smith, Executive Director
Wyatt Dunn, Special Assistant Attorney General
Henry Glaze, Inspector/Investigator
Don Blackwell, Inspector/Investigator
Larry Duncan, Inspector/Investigator
Other interested parties

MINUTES APPROVAL

Mr. Sammy Reed made the motion to accept the minutes from the September 8th meeting. Mr. Joe Tew seconded the motion. Motion carried. Vote for: Bedford, Chancellor, Mallard, Riemann, Dean, and Wells Against: none; Absent:

INTERVIEWS

Name: Chambers Byas Funeral Home (FE-10545)
Name: Heritage Funeral Home (FE-10546)

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APPLICATION REVIEWS

The Board considered an application for license by reciprocity for Kelsey Jones. Mr. David Chad Riemann motioned to deny the application, applicant does not meet all requirements of 73-11-51(7). Mr. Joe Tew seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

The Board considered an application for a fourth registration as a Funeral Director Resident Trainee for Pamela Dickey. Mr. Joe Tew motioned to grant approval of the registration and credit of 75% of services credited under the last registration (24-FDRT-10513). Ms. Dickey will be advised this will be the final attempt allowed. Ms. Kimbely Bedford seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

LICENSING APPROVAL

Mr. Sammy Reed made the motion to approve all licenses issued. Ms. Sandra Chancellor seconded the motion. Motion carried. Vote for: Bedford, Chancellor, Mallard, Riemann, Dean, and Wells Against: none; Absent:

Establishments

Name: Chambers Byas Funeral Home (FE-10545)

Name: Heritage Funeral Home (FE-10546)

Funeral Director License

Name: Mindy Allyson Justice	License #: FD-10697	Exam: NBE-ARTS
Name: Erica R Willis	License #: FD-10699	Exam: MS
Name: Gerry Lynn Jones	License #: FD-10702	Exam: MS
Name: Rebecca I Kelly	License #: FD-10703	Exam: MS
Name: Kirsten Flurry Scott	License #: FD-10704	Exam: MS

Funeral Service License

Name: Merritt Elise Bynum	License #: FS-10700
Name: James Cole McBride	License #: FS-10701

Reciprocal Licenses

Name: Christa Nichole Knight	License #: FS-10705	State: TN
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Certified Crematory Operator

Name: Kristen Marie Ibrahim License #: CO-10695

Name: Brittany Michelle Gregory License #: CO-10696

Replacement Certificate (s)

Ralph E Sebrell III FS-0900

PUBLIC COMMENTS

MS Dept of Health - Vital Records representatives presented a report of # of deaths reported through date and the recent EDRS training with Funeral licensees. Board staff also provided an update on notifying licensees out of compliance with vital records reporting.

Kevin Hurt, East MS Community College presented additional information on alternative disposition. Board will grant additional time at the next meeting to elaborate.

BREAK

Ms. Kimberly Bedford motioned to recess. Ms. Sandra seconded.

Meeting reconvened @ 10:48 am.

HEARING

Case 1072102915 MSBFS vs W.F. Mapp Funeral Home and Juan Thames

Mr. Thames request a continuance to gather his exhibits and counsel. Continuance granted till January

BOARD STAFF REPORT

Budget as of 9/30/2025 spent \$103,278.55 of \$330,227.00.

Mr. Joe Tew motioned to accept the board staff report as presented. Ms. Kimberly Bedford seconded.
Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

UNFINISHED BUSINESS

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The Board continued discussion on unlicensed activity, including services provided through churches and graveside services. Board staff presents information on other states that inspect graveside services. The Board will continue future discussion as needed.

Rule Development

Rule 4.4(1)

Current Rule

(1) Caskets. Each funeral establishment shall maintain an inventory of not less than six (6) adult caskets at the location or twenty four (24) quarter panel or a combination of both. .

Proposed Amendment

(1) Caskets. Each funeral establishment shall maintain an inventory of not less than ~~six (6)~~ two (2) adult caskets, ~~at the location or twenty four (24) quarter panel or a combination of both.~~

Rule 4.4

Current Rule

Selection Room. The selection room shall be devoted solely to the purpose of providing a means for the public to make a reasonable selection of funeral service merchandise. Such selection room shall meet the following minimum requirements:

Proposed Amendment

Selection Room. ~~The selection room shall be devoted solely to the purpose of providing a means for the public to make a reasonable selection of funeral service merchandise.~~ Such selection room shall meet the following minimum requirements:

Discussion continued on Continuing Education. No new information presented. Will continue at next Regular meeting.

NEW BUSINESS

Mr. Max Wells motioned to grant a 5% pay increase (new salary \$66,634.46) for the Executive Director and a 3% pay increase (new salary \$32,561.24) for the Customer Service Representative III, both effective December 1, 2025. Ms. Kimberly Bedford seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

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2026 Regular meeting schedule: 1/12/2026; 4/6/2026; 7/13/2026; 10/5/2026. Meetings are scheduled to begin at 9:30 am. Dates and times are subject to change.

COMPLAINTS

272187078 Mr. Nicholas Mallard motioned to dismiss, no violation. Mr. Joe Tew seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

296090427 Ms. Kimberly Bedford motioned to dismiss, no violation. Ms. Sandra Chancellor seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

237777067 Mr. Joe Tew motioned to dismiss, no violation. Ms. Kimberly Bedford seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

155857824 Withdrawn, not the Board's jurisdiction.

707665402 Withdrawn, not the Board's jurisdiction.

707665408 Withdrawn, not the Board's jurisdiction.

707665432 Withdrawn, not the Board's jurisdiction.

944437107 Withdrawn, not the Board's jurisdiction.

155857783 Withdrawn, not the Board's jurisdiction.

155857782 Withdrawn, not the Board's jurisdiction.

872160222 Withdrawn, not the Board's jurisdiction.

1072102909 Mr. David Rieamn motioned to dismiss, no violation. Mr. Joe Tew seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

436133673 Tabled for additional information.

832338652 Withdrawn by complainant.

121436331 Ms. Sandra Chancellor motioned to issue consent order. Ms. Kimberly Bedford seconded. Vote for: Bedford, Chancellor, Reed, Riemann, Tew, Wells and Mallard Against: none; Absent: None

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ADJOURNMENT

Mr. Sammy Reed made the motion to adjourn.

Ms. Kimberly Bedford seconded the motion.

The motion carried unanimously.

The meeting was adjourned at 1:54 p.m.

Approval Signature: _____



Date: _____

11/19/25