

Arkansas Insurance Department

Asa Hutchinson
Governor



Alan McClain
Commissioner

State Board of Embalmers, Funeral Directors, Cemeteries, and Burial Services

MEETING AGENDA

Date: Tuesday, January 18, 2022
Time: 9:00 AM
Location: Department of Commerce
Arkansas Insurance Department
1 Commerce Way
Little Rock, AR 72202-2087
Diamond Room – 2nd Floor

Order of Business: The Board may discuss, vote to approve, disapprove, table, change the order of any agenda item, or decide not to discuss any item on the agenda.

1) **Call to Order** – Introduction of Board members and staff.

2) **New Business**

a) **Funeral Directors and Embalmers – To consider applications for reinstatement**

[A.C.A. §17-29-306 Renewal]

i) **Jack V. Huffmaster, Jr– Board ID. No. 23065.** Mr. Huffmaster allowed his funeral director license to lapse in December 2000 for non-payment. [Rule 1 Section 11](#). States that a licensed embalmer and or funeral director who fails to renew his/her license for a period of three (3) years or more must appear before the board for reinstatement and meet the following:

- (1) Was previously licensed by the Board;
- (2) Held his or her license or registration in good standing at the time of licensing or registration;
- (3) Did not have his or her license or registration revoked for an act of bad faith or a violation of a law or rule;
- (4) Is not currently holding a suspended or probationary license, registration, permit, or certification in any other state;
- (5) Is sufficiently competent. Competency may be shown by proficiency testing, letters of recommendation, or both;
- (6) Is able to successfully complete a criminal background check; and
- (7) Has successfully completed at least six (6) hours of continuing education.

b) Crematory Permit Application Approval [[§17-29-313 Crematorium Construction](#)]

- i) Eddie and Michelle Howard | Eddie's Family Funeral Home, - Crematory Permit Application** – Requests a Crematory Construction Permit and will be located at 79 Ballpark Road, Melbourne, AR. All required documentation submitted is pending Board approval.

3) Hearings

- a) In the matter of Stephens Funeral Home, a Type A Establishment, Warren Stephens, a Licensed Funeral Director, Mary Stephens, an unlicensed person, and Carolyn Williams, an unlicensed person.**

4) New Business Continued

- a) Board Member Travel Reimbursement and Stipends ([§25-16-902 Expense Reimbursement](#) and [§25-16-904 Stipend-Authorization for \\$85](#))**

- i)** Board approval of travel reimbursement and stipends for calendar year 2022, in accordance with Ark. Code Ann. §25-16-902 and 25-16-904 respectively. Amount cannot exceed eight-five dollars (\$85.00) per day. Exceptions: Teleconference meetings would not be reimbursed.

5) Complaints

- a) To consider the complaint(s) on-file with the State Board**
[[A.C.A. §23-61-1111 Duties of the State Insurance Department](#)]

6) Financial Update December 2021

7) Next Meeting Date(s)

- a) Monday, March 14, 2022 (1:00 p.m.) Rules Sub-Committee.**
b) Tuesday, March 15, 2022 (9:00 a.m.) Board Meeting and Hearings

8) Future Meeting Date(s) 2022:

- a) Monday, May 16, 2022 (1:00 p.m.) Rules Sub-Committee.**
b) Tuesday, May 17, 2022 (9:00 a.m.) Board Meeting and Hearings

9) Comments and Announcements

10) Adjournment