



NORTH CAROLINA BOARD OF FUNERAL SERVICE

Report Summarizing the Licensing Activities of the North Carolina Board of Funeral Service

Section 93B-2 of the General Statutes requires an annual financial report and a report of licensing activities be filed with the Secretary of State, the Attorney General and the Joint Legislative Administrative Procedure Oversight Committee. This report covers the Board's calendar/ fiscal period of January 1, 2023, to December 31, 2023.

1. **The address of the Board, and the names of its members and officers:** The North Carolina Board of Funeral Service is located at 1033 Wade Avenue, Suite 108, Raleigh, NC 27605. The members and officers in 2023 were as follows:

NAME	ADDRESS
Dr. Steven L. Lyons President December 31, 2025 Gov - NCFDA	Steven L. Lyons Funeral Home 1515 New Bern Avenue Raleigh, NC 27610
Thomas T. Hilderbrand Vice President December 31, 2023 Gov - FDMANC	James F. Johnson & Sons, Inc. 206 Fourth Street High Point, NC 27260
Darrell McCormick Secretary December 31, 2023 General Assembly - H	D. McCormick Commercial Properties 1325 Ivy Avenue, Suite 101 Winston-Salem, NC 27105
J. Stephen Herndon December 31, 2023 Gov - NCFDA	Padgett and King Mortuary 227 E. Main Street Forest City, NC 28043
Dr. Kimberly Kelsey December 31, 2025 Gov - FDMANC	Noble & Kelsey Funeral Home, Inc. 223 E. Fisher Street Salisbury, NC 28144
Robert Jansen (Public Member) December 31, 2023 General Assembly - S	4341 Old Forge Drive Gastonia, NC 28056
Christian E. Watson December 31, 2023 Gov - NCFDA	Parrish Funeral Home 1351 South Pollock Street Selma, NC 27576
Le'Shekia Coleman December 31, 2024 Gov - Unaffiliated	Alexander Funeral Home 1424 Statesville Avenue Charlotte, NC 28206
Richard Hinch December 31, 2025 Gov - NCFDA	Reins-Sturdivant Funeral Home 270 Armory Road North Wilkesboro, NC 28659

1a. **The total number of licensees supervised by the Board:** As of December 31, 2023, there were 2,572 individuals with active or inactive licenses issued by the Board, including 1,636 funeral service licensees, 884 funeral director licensees, 19 embalmer licensees, and 33 provisional funeral director licensees. There were 128 transporter permit holders. There were 41 crematory manager permit holders. There were 761 at-need funeral establishment permits. There were 29 chapel permits. There were 163 crematory permits. There were 23 unaffiliated licensees. There were 5 alkaline hydrolysis establishments.

2. **The number of persons who applied to the Board for examination:** Pursuant to N.C. Gen. Stat. § 90-210.25(a)(1), a person seeking licensure as a funeral director in North Carolina must pass the following examination within the last three years: (i) an entry-level examination in funeral directing; (ii) an examination on the laws of North Carolina and rules of the Board and other agencies dealing with the care, transportation and disposition of dead human bodies; and (iii) an examination of pathology.

Pursuant to N.C. Gen. Stat. § 90-210.25(a)(2), a person seeking licensure as an embalmer in North Carolina must pass the following examinations on the following subjects within the last three years: (i) an examination on embalming, restorative arts, chemistry, pathology, microbiology, and anatomy; and (ii) an examination on the laws of North Carolina and rules of the Board and other agencies dealing with the care, transportation and disposition of dead human bodies.

Pursuant to N.C. Gen. Stat. § 90-210.25(a)(3), a person seeking licensure as a funeral service in North Carolina must pass the following examinations within the last three years: (i) an entry-level examination on funeral directing; (ii) an examination on embalming, restorative arts, chemistry, pathology, microbiology, and anatomy; and (iii) an examination on the laws of North Carolina and rules of the Board and other agencies dealing with the care, transportation and disposition of dead human bodies.

Pursuant to N.C. Gen. Stat. § 90-210.25(b)(1), a person who holds a valid license as a funeral director, embalmer or funeral service licensee issued by another jurisdiction that has equal or greater education, training, and examination requirements must take an examination to demonstrate knowledge of the laws and rules governing the profession in North Carolina.

3. **The number who were refused examination by the Board:** There were 0 candidates who applied to the Board to take examinations who were not permitted to do so.

4. **The number who took the examination:** 160 individuals took the North Carolina Laws and Rules Examination. 45 individuals took the North Carolina Pathology Exam.

5. **The number to whom initial licenses were issued:** In 2023, 147 initial licenses were issued to candidates for licensure as a funeral director, provisional funeral director, funeral service licensee, or an embalmer. 50 initial transportation and removal permits were issued, 7 initial unaffiliated licenses were issued, and 10 initial crematory manager permits were issued. 36 initial establishment permits were issued and 24 initial preneed establishment permits were issued. 17 initial crematory permits were issued. 2 initial alkaline hydrolysis establishment permit was issued.
- 5a. **The number who failed the examination:** 43 candidates who sat for the North Carolina Laws and Rules Examination in 2023 were unsuccessful in passing it in 2023. 11 candidates who sat for the North Carolina Pathology Exam in 2023 were unsuccessful in passing it in 2023.
6. **The number who applied for license by reciprocity or comity:** 34 candidates applied for licensure by reciprocity or comity in 2023.
7. **The number who were granted licenses by reciprocity or comity:** Of the candidates who applied for licensure by reciprocity or comity in 2023, 20 candidates were granted licenses by reciprocity or comity in 2023.
- 7a. **The number of official complaints received involving licensed and unlicensed activities:** In 2023, the Board received 177 complaints, 117 of which were consumer complaints and 60 of which were staff-generated.
- 7b. **The number of disciplinary actions taken against licensees, or other actions taken against non-licensees, including injunctive relief:** In 2023, 32 disciplinary case proceedings were adjudicated by the Board, through which disciplinary actions were taken. These actions involved multiple types of licenses and permits (individual, preneed establishment, at-need establishment, transport, etc.).

Additionally, the Board issued 31 non-disciplinary letters of caution to various licensees, of which 20 were conditioned upon the licensees taking a Board-sponsored continuing education case in lieu of further disciplinary proceedings. The Board sought injunctive relief and/or contempt for unlicensed practice in one lawsuit before the general courts.
8. **The number of licenses suspended or revoked:** As allowed under the provisions of N.C. General Statutes §§ 90-210.25(e), 90-210.69(c), and 90-210.134, the Board may impose a variety of sanctions when it finds violations of Articles 13A, 13D, and/or 13F of the North Carolina General Statutes. In addition to license revocation or suspension, other allowable disciplinary actions include probation, civil penalties, or a combination of these. Generally, cases in which the Board imposes terms of probation can include stayed license revocations or suspensions.

In 2023, 6 licenses or permits were revoked or voluntarily surrendered in lieu of disciplinary action; 0 permits or licenses were actively suspended; 9 licenses or permits were suspended or revoked, but said suspensions or revocations were stayed pursuant to certain terms; 11 permits or licenses were placed on a probationary period; 16 civil penalties in amounts ranging from \$250.00 to \$5,000.00 were imposed; and 1 licensee or permit holder was ordered to reimburse consumers for costs paid. 4 permit or license holders were ordered through disciplinary action to take remedial Board-sponsored continuing education courses.

9. **The number of licenses terminated for any reason other than failure to pay the required renewal fee:** 15 individual licenses were terminated in 2023 due to the death of the licensee.

9a. **The number of applicants for a license.**

In 2023, 54 individuals applied for a funeral director license. 33 individuals applied for a funeral service license. 30 individuals applied for a provisional funeral director license.

36 businesses applied for an at-need establishment permit. 26 businesses applied for a preneed establishment permit. 14 businesses applied for a crematory permit. 8 individuals applied for an unaffiliated practice permit. 1 business applied for a chapel permit. 1 business applied for an alkaline hydrolysis permit.

9b. **The number of applicants with a conviction record and, of that number, the number granted a license, denied a license for any reason, and denied a license because of a conviction.**

In 2023, 48 applicants with a conviction record applied for a license or permit from the Board. Of that number, the Board denied 2 applications for various reasons. Of these denials, 10 were preliminary denied because of the applicant's conviction record. Of these 10 denials, 5 requested a hearing before the Board to appeal the preliminary denial. Of these 5 appeals, 2 were denied a license because of a conviction.

9c. **The number of applicants who are active-duty military or military veterans, the number granted a license, the number denied a license for any reason, and a summary of the reasons for denial.**

In 2023, 0 applicants who are active duty military or military veterans applied for a license or permit from the Board. Of that number, the Board granted 0 applications and denied 0 applications for various reasons.

9d. **The number of applicants who are military spouses, the number granted a license, the number denied a license for any reason, and a summary of the reasons for denial.**

In 2023, 1 applicants who are military spouse applied for a license or permit from the Board. Of that number, the Board granted 1 application and denied 0 applications for various reasons.

10. The substance of any anticipated request by the occupational licensing board to the General Assembly to amend statutes related to the Board: In 2023, the Board will consider a request to the General Assembly for amending the following statutes:

- NC General Statute 90-210.25(a)(4)(i)
- NC General Statute 90-210.25(b)(1)
- NC General Statute 90-210.67
- NC General Statute 90-210.132

11. The substance of any anticipated change in rules adopted by the Board or the substance of any anticipated adoption of new rules by the Board: In 2023, the Board intends to adopt rules to amend certain procedures and standards for individuals engaged in the transportation or removal of dead human bodies, in consultation with the Office of the Chief Medical Examiner.

The Board also anticipates that it will engage in rulemaking in 2023 to repeal any rules deemed unnecessary; to amend any rules deemed outdated or unclear; and to add rules to help clarify the Board's Practice Act. However, the substance of those changes is not yet known.

Part B: Receipts and Disbursements

The Board operates on a calendar fiscal year. On April __, 2023, Bernard Robinson & Company, LLP sent copies, via electronic correspondence of the Board's audited financial report that provides the information on receipts and disbursements as required by NCGS § 93B-2(b) to the following persons:

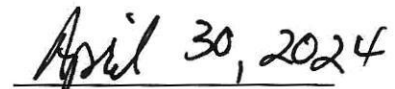
- Melissa Lovell – Office of Attorney General – mlovell@ncdoj.gov
- Ms. Logan Rains, Publications – Department of Secretary of State – pubs@sosnc.gov
- Virginia Barlow – Joint Legislative Administrative Procedure Oversight Committee – virginia.barlow@ncleg.gov
- Joan Saucier – Office of State Controller – Joan.Saucier@osc.nc.gov
- Katine Bell – Office of State Auditor – Katina_bell@ncauditor.net
- Deborah Weatherbee – Office of State Auditor – Deborah_Weatherbee@ncauditor.net
- Susie Esealuka – Office of State Budget and Management – Susie.eseluka@osbm.nc.gov

Bound copies of the Board's audit of its 2023 Financial Statements were sent to:

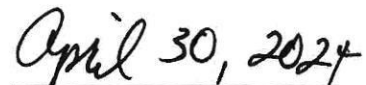
Katie Gleason
N.C. Office of the State Auditor
20601 Mail Service Center
Raleigh, NC 27699-0600

Affirmation:


Thomas T. Hilderbrand, President of the Board


Date


Stephen E. Davis, Executive Director


Date