

State Board of Embalmers and Funeral Directors

**December 27, 2011
Division of Professional Registration
3605 Missouri Blvd
Jefferson City, MO 65109**

Open minutes

The meeting of the State Board of Embalmers and Funeral Directors was called to order by D. Todd Mahn, Chairman at 9:15 a.m.

Roll call

Board Members Present

Todd Mahn, Chairman
James Reinhard, Vice Chairman
John McCulloch, Secretary
Gary Fraker, member
Martin Vernon, member
Archie Camden, public member

Staff Present

Sandy Sebastian, Executive Director
Lisa Wildhaber, Examiner Supervisor
Tabatha Lenzini, Administrative Assistant – Left meeting at 9:20 a.m.
Sharon Euler, Division Legal Counsel

Approval of Open Agenda

A motion was made by Gary Fraker and seconded by John McCulloch to approve the amended agenda. Motion carried with Gary Fraker, Martin Vernon, James Reinhard, John McCulloch, Archie Camden voting in favor with no votes in opposition.

Executive Director Report

Nothing to report

Legal Counsel Report

Nothing to report

Discussion/Open Dialogue

D. Todd Mahn reported he attended the Association District Christmas dinner meeting and the board was praised for allowing the public to give input before finalizing the draft rule.

There was discussion on insurance funded preneed/annuities. Archie Camden stated he would like to wait and see a proposed draft rule and have opportunity to review such at the January, 2012 meeting.

Motion to Close

A motion was made by Martin Vernon and seconded by Gary Fraker to move to closed session for #1, #2, and #9.

Adjournment

A motion was made by Archie Camden and seconded by Martin Vernon to adjourn the meeting at 10:00 a.m. Motion carried with Gary Fraker, James Reinhard, and John McCulloch voting in favor with no votes in opposition.

Executive Director: Sandy Sebastian

Approved by the Board on: 4-24-25-2012

MOTIONS TO GO INTO CLOSED SESSION

1. DISCIPLINE

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo and 324.001.9 RSMo for deliberation on discipline

2. LEGAL ACTIONS/LITIGATIONS/PRIVILEGED COMMUNICATIONS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo for discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney

3. PROMOTING/HIRING/DISCIPLINING/FIRING EMPLOYEES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency

4. DIAGNOSIS/TREATMENT OF DISCIPLINED LICENSEES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (5) and Section 324.001.8 RSMo. for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees

5. EXAMINATION MATERIALS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (7) RSMo for reviewing testing and examination materials

6. EMPLOYEE PERFORMANCE RATINGS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (13) RSMo for making performance ratings pertaining to individual employees

7. APPLICATIONS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and Section 324.001.8 RSMo for discussing educational transcripts and/or test scores and/or complaints and/or audits and/or investigative reports and/or other information pertaining to the licensee or applicant for licensure

8. CLOSED MINUTES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and 324.017 RSMo for the purpose of reviewing and approving the closed minutes of previous meetings

9. COMPLAINTS/ INVESTIGATIVE REPORTS/AUDITS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant

Revised 09-11

