

**State Board of Embalmers and Funeral Directors**  
Conference Call

June 7, 2012  
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**

D. Todd Mahn, Chairman  
James Reinhard, Vice Chairman  
John McCulloch, Secretary  
Gary Fraker, Board Member – left the call at 11:00a.m.  
Martin Vernon, Board Member  
Archie Camden, Board Member

**Staff Present**

Sandy Sebastian, Executive Director  
Lori Hayes, Inspector  
Tabatha Lenzini, Administrative Assistant  
Sharon Euler, Division Legal Counsel

**Approval of the Open Agenda**

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

**Executive Director Report**

No report

**Legal Counsel Report**

Sharon reported that the judge in the National Prearranged Services case has ordered the parties to appear criminal case for trial next Monday and hopes that at trial date will be set.

**Move to closed**

A motion was made by John McCulloch and seconded by James Reinhard to close for numbers 1, 2, 7, 9. Motion carried with Archie Camden and Martin Vernon voting in favor with no votes in opposition. Gary Fraker was not present for the vote.

**Adjournment**

Meeting adjourned at 11:15am

Executive Director: Sandy Sebastian

Approved by the Board on: 7. 10.11.12

## 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