

## State Board of Embalmers and Funeral Directors

April 10, 2013

State Board of Embalmers and Funeral Directors  
3605 Missouri Blvd.  
Jefferson City, MO 65109

### OPEN MINUTES

The meeting of the State Board of Embalmers and Funeral Directors was called to order via conference call by James Reinhard, Chairman, at 10:40a.m.

#### **Roll Call**

##### **Board Members Present**

James Reinhard, Chairman  
Archie Camden, Public Member, Vice Chairman  
Collin Follis, Secretary  
Gary Fraker, Board member  
Eric Pitman, Board Member - left call at 11:14a.m.  
John McCulloch, Board member - left the call at 10:55 a.m.

##### **Staff Present**

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

##### **Approval of the Agenda**

A motion was made by Gary Fraker and seconded by Collin Follis to approve the amended Open agenda that we will be going in to closed session during the call. Motion carried with John McCulloch, Archie Camden and Eric Pitman voting in favor with no votes in opposition.

##### **Executive Director Report**

No report.

##### **Legal Counsel Report**

Sharon reported that the criminal and civil cases against NPS are moving forward to trial.

##### **Discussion regarding "The Conference Board Member Training" July 12-14, 2013**

The board discussed the agenda for the board member training being presented by the Conference. Collin showed interest in attending the conference and the board was in agreement that he attend if he chose to.

##### **Future Meeting Date**

Sandy discussed with the board potential dates June board meeting for 25, 26, 27. The 27<sup>th</sup> didn't work for John; all members indicated that 25 and 26 would work for them. It was discussed having the meeting in St. Louis. Sandy will look into options and work to set the meeting dates as agreed.

##### **Move to Closed**

A motion was made by Gary Fraker and seconded by Collin Follis to move to closed session for #1, 2, 7, 8, and 9 of the attached motions to close. Motion carried with John McCulloch, Archie Camden and Eric Pitman voting in favor with no votes in opposition.

**Discussion/Dialogue**

No discussion

**Adjournment**

A motion was made by Collin Follis and seconded by Gary Fraker to adjourn 11:25 a.m. Motion carried with Archie Camden voting in favor with no votes in opposition. John McCulloch and Eric Pitman were not present.

Executive Director: Sandy Sebastian

Approved by the board: June 25-26, 2013

## 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