

## State Board of Embalmers and Funeral Directors

May 5, 2014

Missouri Association of School Administrators  
3550 Amazonas Dr.  
Jefferson City, MO 65109

### OPEN MINUTES

The meeting of the State Board of Embalmers and Funeral Directors was called to order by James Reinhard, chairman, at 8:45a.m.

#### **Roll Call**

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

James Reinhard, Chairman  
Archie Camden, Vice Chairman – left the meeting at 3:30p.m.  
Collin Follis, Secretary  
Gary Fraker, Member  
Eric Pitman, Member  
Jerald Dickey, Member

##### **Staff Present**

Sandy Sebastian, Executive Director  
Tabatha Lenzini, Administrative Assistant  
Lori Hayes, Inspector  
Lisa Wildhaber, Examiner Supervisor  
Randall Jennings, Examiner  
Sharon Euler, Division Legal Counsel

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

A motion was made by Gary Fraker and seconded by Eric Pitman to amended open agenda. Motion carried with James Reinhard, Collin Follis, Jerald Dickey and Archie Camden voting in favor with no votes in opposition.

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

Sandy reported that embalmers and funeral directors were still renewing and that the deadline is May 31, 2014; second notices went out May 1, 2014; and that as of April 30, 2014 almost 56% had renewed. Sandy updated the board on Senate Bill 883, which Senator Wasson indicated was not moving forward this session. Sandy shared that Sally Klindt is retiring and that last Friday was her last day in the office and recruitment efforts are underway. Sandy reported that there is lots of behind the scenes work being done to facilitate the implementation of the new licensure system.

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

No report

##### **Discussion/Dialogue**

None

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

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

**Adjournment**

Motion was made by Eric Pitman and seconded by Gary Fraker to adjourn at 3:50p.m. Motion carried with Collin Follis and Jerald Dickey voting in favor with no votes in opposition. Archie Camden was not present.

Approved by the board on: 9/9-10/2015

Executive Director: Sandy Sebastian

## 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