

State Board of Embalmers and Funeral Directors

April 27, 2016

Division of Professional Registration
3605 Missouri Boulevard
Jefferson City, Missouri 65109

OPEN MINUTES

The meeting of the State Board of Embalmers and Funeral Directors was called to order via conference call by Collin Follis, chairman, at 8:40 a.m.

Roll Call

Board Members Present

Collin Follis, Chairman

Gary Fraker, Vice Chairman

Jerald Dickey, Secretary

Kenneth McGhee, Member — left call at 9:15 a.m. during closed session

Eric Pitman, Member

Staff Members Present

Sandy Sebastian, Executive Director

Lisa Wildhaber, Examiner Supervisor

Sharon Euler, Division Legal Counsel

Greg Mitchell, Litigation Counsel, Brydon, Swearingen and England

Jamie Cox, Litigation Counsel, Brydon, Swearingen and England

Diana Carter, Litigation Counsel, Brydon, Swearingen and England

Approval of Agenda

A motion was made by Gary Fraker and seconded by Eric Pitman to approve the agenda. Motion carried with Kenneth McGhee and Jerald Dickey voting in favor with no votes in opposition.

Executive Director Report

No report

Legal Counsel Report

No report

Open Discussion

No discussion

Move to Closed

A motion was made by Eric Pitman and seconded by Gary Fraker to close for numbers 1, 2, 7, 8 & 9 or the attached motions to close. Motion carried with Jerald Dickey and Kenneth McGhee voting in favor with no votes in opposition.

Future Meeting Dates

Sandy discussed previous communications she had sent to the members regarding a board meeting on May 19, 2016 to discuss the draft regulations that were tabled from the March, 2016 meeting. The members were in agreement that the date worked and they discussed a start time of 8:30a.m. Sandy stated that they would go immediately into closed and have an appearance and then move into open. Gary Fraker suggested that the agenda include any pending matters that were ready go on the agenda in an attempt to lessen the agenda for the June, 2016 meeting. All were in agreement.

Adjourn

A motion was made by Jerald Dickey and seconded by Eric Pitman to adjourn at 9:50 a.m. motion carried with Gary Fraker voting in favor with no votes in opposition. Kenneth McGhee was not present.

Executive Director Sandy Sebastian

Approved by the board on 5-19-16

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

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