The Committee Meeting of the Missouri State Board of Embalmers and Funeral Directors was called to order by Kenneth McGhee, Secretary, at 11:00 a.m. on Thursday, October 13, 2005, at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board Members Present
Kenneth McGhee, Secretary
James Reinhard, Member
Joy Gerstein, Public Member

Staff Present
Becky Dunn, Executive Director
Pamela Schnieders, Administrative Assistant

Public Present
Sandy Sebastain, Division of Professional Registration

Approval of Agenda
Motion was made by Joy Gerstein and seconded by James Reinhard to approve the open agenda. Motion carried with Kenneth McGhee, James Reinhard and Joy Gerstein voting in favor with no votes in opposition.

Classification Description of Funeral Establishment inspector
The board reviewed the current job description for the Investigator/Inspection position for modification with the Office of Administration. The committee members agreed to revise the Experience and Education Qualifications to include:

- Four years of Missouri licensed experience as a funeral director and/or embalmer in a Missouri licensed funeral establishment that has the authority to embalm and the care and preparation of dead human bodies.
  
  OR

- Three or more years as an Investigator I under the Missouri Uniform Classification and Pay System.
  
  OR
Three or more years of civil, administrative or criminal experience; or experience as a law enforcement officer; and graduation from an accredited four-year college or university with specialization (15 or more semester hours) in criminal justice, law enforcement, criminology, business administration, social sciences, environmental sciences or closely related areas. (Graduate coursework in the specified educational areas may be substituted on a year-for-year basis for a maximum of 2 years of the required general experience.)

The Executive Director will draft this recommendation for presentation to the full board at the next meeting of the board.

Adjournment
A motion was made by James Reinhard and seconded by Joy Gerstein to adjourn. Motion carried with Kenneth McGhee, James Reinhard and Joy Gerstein voting in favor with no votes in opposition. The committee meeting adjourned at 12:00 p.m. on Thursday, October 13, 2005.

Executive Director: ______________________________

Approved by the Board on: __________________________
Meeting Notice
Missouri State Board of Embalmers
and Funeral Directors
Committee Meeting

October 13, 2005 – 11:00 a.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri

The Missouri State Board of Embalmers and Funeral Directors will be meeting on October 13, 2005 beginning at 11:00 a.m. Notification of special needs as addressed by the American with Disabilities Act should be forwarded to the Missouri State Board of Embalmers and Funeral Directors, P.O. Box 423, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0813 to ensure available accommodations. The text telephone for the hearing impaired is (800) 735-2966.

Except to the extent disclosure is otherwise required by law, the Missouri State Board of Embalmers and Funeral Directors is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021(1), (3), (5), (7), (13) and (14), RSMo, and Section 620.010.14(7) RSMo.

The Board may go into closed session at any time during the meeting. If the meeting is closed the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

Please see attached tentative agenda for this meeting.

Attachment

cc: Alison Craighead and Janice Sloca
OPEN AGENDA
Missouri State Board of Embalmers
and Funeral Directors
Committee Meeting

October 13, 2005 – 11:00 a.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri

Call to Order

Roll Call

1. Approval of Agenda

2. Classification Description of Funeral Establishment Inspector

Adjournment