OPEN MEETING MINUTES
Missouri State Board of Embalmers and Funeral Directors
Conference Call

March 29, 2006 – 2:00 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri

Wednesday, March 29, 2006
The meeting of the Missouri State Board of Embalmers and Funeral Directors was called to order via conference call by Kenneth McGhee, Chairman, at 2:15 p.m. on Wednesday, March 29, 2006, at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

Board Members Present
Kenneth McGhee, Chairman
Marcia Shadel, Vice-Chairman
William H. (Bill) Stuart, Member
James Reinhard, Member – joined meeting at 3:35 p.m.
Martin Vernon, Member
Joy Gerstein, Secretary and Public Member – left meeting at 3:20 p.m.

Staff Present
Becky Dunn, Executive Director
Lori Hayes, Inspector
Pamela Schnieders, Administrative Assistant
Tabatha Lenzini, Licensing Technician
Kim Grinston, Division’s Legal Counsel

Approval of Agenda
Motion was made by Marcia Shadel and seconded by Joy Gerstein to approve the open agenda. Motion carried with Marcia Shadel, William Stuart, Martin Vernon, and Joy Gerstein voting in favor with no votes in opposition. James Reinhard was absent for this portion of the meeting.

Closed Meeting
Motion was made by Joy Gerstein and seconded by Martin Vernon to move into closed session and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from the closed meeting be closed pursuant to Section 610.021 Subsection (14) and 620.010.14 Subsection (7) 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; 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; Section 610.021 Subsection
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(3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency; Section 610.021 Subsection (14) and Section 620.010.14 Subsection (5) RSMo for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees. Motion carried with Marcia Shadel, William Stuart, Martin Vernon, and Joy Gerstein voting in favor with no votes in opposition. James Reinhard was absent for this portion of the meeting.

Renews
The board reviewed the Application to Renew Embalmer and Funeral Director Biennial License. Members of the board had concerns relative to the wording of question #6 through #12 on the renewal application. After discussing changes and updates with Kim Grinston, Division’s Legal Counsel, a motion was made by William Stuart and seconded by Marcia Shadel to approve the changes to the current biennial renewal application as noted below, to become effective immediately. Motion carried with Marcia Shadel, William Stuart, Martin Vernon, and James Reinhard voting in favor with no votes in opposition. Joy Gerstein was absent for this portion of the meeting.

Amended Questions to Embalmer and Funeral Director Biennial Renewal Application

Questions 6, 7, 8, 9, 10 and 12 are amended with additions noted in bold and deletion in brackets.

No changes were made to question #11.

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<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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<tr>
<td>6. In the last five (5) years, have you ever had any license or right to practice held by you, restricted or disciplined, such disciplinary action to include, but not be limited to, revocation, suspension, probation, censure or reprimand, whether voluntarily agreed to or not, by any U.S state, territory, federal agency, Canadian province or foreign country? If yes, attach a full explanation.</td>
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<td>7. In the last five (5) years, have you been arrested for, or subject to prosecution for, or entered a plea of guilty to, or been found guilty of, an offense against the laws of any state or the United States, whether or not sentence was imposed? Please answer “yes” even if you received a suspended imposition of sentence (“SIS”) or suspended execution of sentence (“SES”). (Excluding minor traffic violations). If yes, attach a full explanation.</td>
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<td>8. In the last five (5) years, have you been arrested for, or subject to proceedings regarding, or entered a plea of guilty to, or been found guilty of, conduct that involved the use of alcohol or drugs, whether the proceedings were criminal, civil, or military, and whether or not any sentence was imposed? Please answer “yes” even if you received a suspended imposition of sentence (“SIS”) or suspended execution of sentence (“SES”). If yes, attach a full explanation.</td>
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<td>9. In the last five (5) years, have you ever been finally adjudged insane or incompetent by a court of competent jurisdiction? If yes, attach a full explanation and provide certified court documents (i.e. Docket Sheet, Complaint and Final Disposition).</td>
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<td>10. DELETED [Have you ever had any charges or complaints filed against you with the federal government, and federal agency or any U.S. state or Canadian provincial licensing or disciplinary agency? If yes, attach a full explanation.]</td>
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<td>11. Are you currently working at a Missouri licensed funeral establishment?</td>
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<td>12. I have verified that the attached *relationship report is accurate. Verifying the attached information is true and accurate is mandatory for your licensure. If you are not currently working at an establishment, and you had NO relationship report attached to your original renewal form, please respond with N/A to this question. If you received no relationship report with your original renewal form and you are now working at an establishment, please attach the information with this amended renewal listing the establishment(s) name(s) and full address for the board records.</td>
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A motion was made by William Stuart and seconded by Martin Vernon to send a postcard to all licensees relating to obtaining an amendment renewal application. If licensee has not renewed by this time, give them the opportunity to request and submit an amended renewal application. If a licensee has renewed their license, give the licensee an opportunity to obtain an amended renewal application that will reflect the changes and resubmit the renewal application they previously submitted for 2006-2008 renewal period with no additional fee. Motion carried with Marcia Shadel, William Stuart, Martin Vernon, and James Reinhard voting in favor with no votes in opposition. Joy Gerstein was absent for this portion of the meeting.
Adjournment
A motion was made by William Stuart and seconded by Marcia Shadel to adjourn. Motion carried with Marcia Shadel, William Stuart, Martin Vernon, and James Reinhard voting in favor with no votes in opposition. Joy Gerstein was absent for this portion of the meeting. The meeting adjourned at 4:45 p.m. on Wednesday, March 29, 2006.

Executive Director: ________________________________

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

March 29, 2006 – 2:00 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri

The Missouri State Board of Embalmers and Funeral Directors will be meeting on March 29, 2006, beginning at 2:00 p.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
Conference Call

March 29, 2006 – 2:00 p.m.
Division of Professional Registration
3605 Missouri Blvd.
Jefferson City, Missouri
Conference Call

Call to Order

Roll Call

1. Approval of Agenda

2. Renewals

Closed Meeting. The Board will move into closed session pursuant to Section 610.021 Subsection (14) and 620.010.14 Subsection (7) 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; 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; Section 610.021 Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency; Section 610.021 Subsection (14) and Section 620.010.14 Subsection (5) RSMo for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees.

Adjournment