

Attendees:

- |                             |                                    |
|-----------------------------|------------------------------------|
| ✓ <b>H.E. Corder, Chair</b> | ✓ <b>Morris Coffey, Vice Chair</b> |
| ✓ <b>J.O. Strunk (Hap)</b>  | ✓ <b>Greg Lakes</b>                |
| ✓ <b>Roth Mason</b>         | ✓ Dale Powell, Inspector           |
| ✓ David Trimble, Counsel    | ✓ Christi Moffett, Exec Dir        |

Board Meeting

All votes unanimous unless otherwise stated

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
Call to Order	Corder	Coffey			
March Minutes	Strunk	Mason	<b>Approved</b>		
Examinees List Vote	Strunk	Coffey	<b>Approved</b>		
How are trade embalming facilities training funeral directing skills?			Add to June Agenda for further discussion.	5/21	Office
<b>Inspector Report</b>					
21 Funeral Homes inspected from Apr 9 to May 13					
I.19.06.001 • Doing trade embalming	Coffey	Mason	Invite – June Board Mtg.  Cease & Desist immediately. <b>Approved with Strunk &amp; Lakes abstaining</b>	5/20  5/20	Office  Trimble
I.19.06.002 • Operating a transport business using XXXXFH as the mailing address for his business.	Strunk	Lakes	Invite – June Board Mtg. Cease & Desist Immediately. <b>Approved</b>	5/20	Trimble
I.19.06.003 • Attorney and manager present to do inspection. • Chapel - was not set up • Prep room vent is not appropriate. • This was 5 <sup>th</sup> inspection	Strunk	Coffey	Did not pass inspection. <b>Approved.</b>	5/24	Trimble
I.19.05.001G– passed			Provided License onsite		
I.19.05.002MC – passed			Provided License		

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
I.19.05.003H <ul style="list-style-type: none"> <li>Advertising FH for over a year. No establishment license.</li> </ul>	Coffey	Corder	Currently refers inquiries to XXX FH; not paid  Requested he change voicemail and take down all advertising.  Lack of respect led to a fine \$2000 for operating outside the law.	5/26	Trimble
	Strunk	Coffey	Amended to include payment deadline of 7/31/19 or no renewal. <b>Approved</b>		
<b>Legal Updates</b>					
<ul style="list-style-type: none"> <li>P.18180114.01a  </li> </ul>			No action until hearing  Telephonic hearing 8/5 at 4 p.m.  Hearing in Frankfort, 8/22 at 10 a.m.		
<ul style="list-style-type: none"> <li>P.180814.01  </li> </ul>			Still trying to schedule depositions.	5/15	Trimble
<ul style="list-style-type: none"> <li>C.19.02.001  </li> </ul>			Fup from Atty Gen call  No action required.		
<ul style="list-style-type: none"> <li>C.19.02.002  </li> </ul>			Certified notification return received 5/13 – response due 6/10.		
<ul style="list-style-type: none"> <li>C.19.02.003  </li> <li>Embalming fluid stored per previous board.</li> <li>Formaldehyde test falsified.</li> <li>Copy of lease provided.</li> <li>The redacted document is insufficient for inquiry.</li> </ul>	Coffey	Lakes	Requested sign change. Done.  Motion to only renew as a VC only. <b>Approved.</b>	5/28	Trimble
Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner

• C 19.03.001	Strunk	Lakes	Send admonishment with probationary period. <b>Approved</b>	5/31	Trimble
• C 19.03.002 – ad discrepancy	Coffey	Lakes	Response reviewed. Pending Action <b>Approved</b>	5/31	Trimble
• Cease & Desist – I.19.04.001S			No response Contact follow up	5/31	Office
• Cease & Desist – I.19.04.002C			Response reviewed Formaldehyde test was only for 3 hours v the 8 hours required.	5/31	Trimble
<b>Establishments</b>					
Marshall County	Coffey	Mason	<b>Approved</b> ; License issued.		
<b>Reciprocals</b>					
Kris Brock	Lakes	Strunk	<b>Approved</b>		
<b>Funeral Directors Only</b>					
Stephen Guarneros	Lakes	Mason	Mr. Lakes reviewed apprentice responsibilities. Mr. Mason reviewed supervisor responsibilities. <b>Approved</b>		
Nancy McGohon					
<b>Dual</b>					
Jack Allen	Lakes	Mason	Mr. Lakes reviewed apprentice responsibilities. Mr. Mason reviewed supervisor responsibilities. <b>Approved</b>		
Michael Hegge					
Amber Jackson					
Vickie Lawson					
Chandler Nelson					
Austin Rose					
<b>Executive Director Report</b>					
Website down... • Was down 5/1-3 • On list to upgrade			Push for updates	9/1/19	Moffett
Licensees' grace • Mar approved licensees that were licensed in Apr-Jun would be extended renewal until the following year. Does this apply to Est. and CCs?	Lakes	Strunk	<b>Approved</b>		

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
Coroner Training <ul style="list-style-type: none"> <li>• They don't apply to be approved CEs?</li> </ul>	Strunk	Mason	Coroner training must be submitted for CE approval and must apply directly to FD/E. <b>Approved</b>	5/31/19	Office
Retesting <ul style="list-style-type: none"> <li>• Can they reapply immediately and retest? Or prepay?</li> </ul>			All applicants must have their names published for 30 days prior to each test therefore, it is not feasible to do back to back testing.		
Apprentices <ul style="list-style-type: none"> <li>• Hanging on...nothing definitive re: end dates</li> </ul>			End dates will be put on all apprentice cards.  Regulations will clarify.  End dates will be 1-3 years plus 3 testing periods.	5/31/19  6/1/19	Office  Trimble
Book Reports/SS <ul style="list-style-type: none"> <li>• Penalty for noncompliance?</li> <li>• Returning BR</li> </ul>			Add time for late/not submitted. Make clear in Apprentice Orientation	6/4 /19 ongoing	Moffett
Renewal v Non – May we make inactive?	Lakes	Coffey	All establishments or licensees that have not renewed will be moved to inactive status immediately. <b>Approved.</b>	5/20/19	Office
HB 435 implementation Brochure			<b>Approved</b>		
Conference Newsletter			<b>Approved</b>		
Finances - FYI <ul style="list-style-type: none"> <li>• PNC</li> <li>• Fines outstanding</li> <li>• DBL Law</li> </ul>					
FBI for Reciprocal or Courtesy Cards			Require Recip & CCs to obtain FBI background check. <b>Approved.</b>		Trimble

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
New procedure for testing <ul style="list-style-type: none"> <li>• Sharpies</li> <li>• Rotating proctors</li> </ul>			New schedule will be effect in July.		
<b>CE Accreditation</b>					
<ul style="list-style-type: none"> <li>• FDAK Convention</li> <li>• Funeral ICE – OSHA ER Action Plans for FHs</li> <li>• NFDA 2019 All Staff Annual FTC Funeral Review</li> <li>• SE Ky Mortuary Services – Drug Overdoses and Post Embalming Techniques</li> </ul>	Lakes	Coffey	<b>Approved</b>	6/1	Office
<b>New Business</b>					
Dale has been requested to speak at CE course about the Transport bill and inspections.			Board supports participation		
FDAK Convention			All Board members will speak.		
Regulations review			Remove mileage charge for inspection	6/1/19	Trimble
General Note			Strunk will be absent for August Board Meeting.		
<b>Meeting Adjournment</b>	Corder	Mason			