

**Attendees:**

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

**Board Meeting**

All votes unanimous unless otherwise stated

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
Call to Order	Lakes				
January Minutes	Rideout	Strunk	<b>Approved</b> w/changes: <ul style="list-style-type: none"> <li>• Change finances date to 2019</li> <li>• SH Case file # change to .05.003</li> </ul>		
Examinees List Vote – March	Strunk	Rideout	<b>Approved</b>		
Continuing Education Accreditation	Strunk	Mason	<b>Approved</b>		
<b>Establishments</b>					
Licenses <ul style="list-style-type: none"> <li>• Hickey Vaughn Name/Mgmt change</li> </ul>	Strunk	Rideout	Lakes signed license		
<b>Inspector Report</b>					
14 Funeral Homes inspected from January 13, to February 3, 2020	Lakes	Mason	<b>Approved</b>		
Barnett-Strother			2nd request for them to clean embalming room; it is not to be used for storage.		
Spurlin FH Camera in bathroom; no charges filed.			Investigation closed		
Trade Embalming Reported <ul style="list-style-type: none"> <li>• James Sawyer –</li> <li>• Troy Brody – lives in TN; Embalming manager for Redd Brown;</li> <li>• David Morris – Facebook posts</li> </ul>	Strunk	Mason	The FH allowing is as culpable as the trade embalmer. Notify Nunnelly, Tucker, Danks, and Bevil Brothers <i>Note: Mr. Morris now affiliated with Danks FH as of 2/3/20</i>	Trimble	3/15/20
Pending Investigations = 1					

Agenda Item/Discussion	Motion	2 <sup>nd</sup>	Action	Follow up	Owner
<b>Apprentices</b>					
<b>Funeral Directors</b> <ul style="list-style-type: none"> <li>○ Emily Coles, Mayfield</li> <li>○ Jennifer Heine, Paducah</li> <li>○ James Hester, Bowling Green</li> </ul>	Rideout	Strunk	Mr. Lakes reviewed apprentice responsibilities. Mr. Mason reviewed supervisor responsibilities.  <u>Did not attend:</u> Mardis influx of business – emailed 2/4  Vinson – Supervisor unavailable – phoned 2/3		
<b>Dual</b>					
<ul style="list-style-type: none"> <li>○ Morgan Graham, Murray</li> <li>○ Jeremy Hughes, Lexington</li> <li>○ <del>Michael Mardis, Campbellsville</del></li> <li>○ <del>Jackson Vinson, Cadiz</del></li> </ul>					
Break / Apprentice Contracts					
<b>Executive Director Report</b>	Lakes	Strunk	<b>Approved</b>		
<b>Licensees</b>					
Reinstatement requests: <ul style="list-style-type: none"> <li>● Tom Schultz – office has no record but he provided license. 24 years since last renewal. Back licensure \$3450 and 112 CEs</li> <li>● William Steely – last renewal 2013; Back licensure \$900 and 30 CEs</li> </ul>	Rideout	Lakes	<b>Approved</b> Allow them to pay fine, then go ahead and apply to retest as they work on CEs	2/10/20	Office
Presenting DPL at FDAK spring trainings.			When dates are firm will assign board members to attend – add to March agenda	2/25/20	Office
<b>Establishments</b>					
<b>Gamble</b> <ul style="list-style-type: none"> <li>● March will be 90 days since death of Mr. Gamble; need replacements in place</li> <li>● Thought son in law was dual licensed. <i>Request continuance until March.</i></li> </ul>	Rideout	Mason	<b>Approved</b>	2/10/20	Office
<b>Hopper</b> <ul style="list-style-type: none"> <li>● No licensed Emb manager; previous terminally ill; has been operating without licensed staff</li> </ul>	Lakes	Rideout	<ul style="list-style-type: none"> <li>● Ms York, Mrs. Creech and Ms. Nash attended</li> <li>● Whitten Nash: new hire; dual licensed; previously at Lexington and London Mortuary Services</li> </ul>		

			<ul style="list-style-type: none"><li>• July employees walked out without notice July 2019.</li></ul> <p>Ms. York's questions:</p> <ol style="list-style-type: none"><li>1. Now has licensed FD and Emb can she do dual apprenticeship? <b>Yes</b></li><li>2. Needs to understand requirements regarding what/who she has to have onsite and when re: Mgrs.</li></ol> <ul style="list-style-type: none"><li>• Mr. Powell: <i>"It is your choice who your licensed managers are. Law states they have to be there 75% of the time of normal business hours. You have the right to use an embalming service but the Emb manager has to be there."</i></li><li>• Ms. York: <i>"Clarify 'in use.'"</i></li><li>• Mr. Powell: <i>"Just because you are not busy doesn't mean that establishment is not in use. When FH is in operation you have licensed staff there – doesn't matter."</i></li><li>• Ms. York would like to have only the FH open during regular business hours and only open the emb room "as needed." As they are not physically attached on her property. Does she have to have the Emb mgr there even if emb room is not open?</li><li>• Mr. Strunk: <i>"Is the embalming room under the same roof as your funeral home?"</i></li><li>• Ms. York: <i>"No"</i></li><li>• Mr. Powell explained <i>that it is on/adjacent property in a separate building.</i></li><li>• Strunk: <i>"Either way, you have to comply</i></li></ul>		
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			<p><i>and have licensed staff there during business hours.”</i></p> <p>Board requested time for discussion and consideration</p> <p>Mr. Lakes presented the Board’s decision:</p> <ul style="list-style-type: none"> <li>• Funeral Home fine - for operating without appropriate licensed staff.</li> <li>• They will consider her apprenticeship in March when Ms. Nash has the opportunity to get acclimated.</li> <li>• Until then we will hold on transport licensee too.</li> <li>• Add to March Agenda</li> </ul>	2/24/20	Office
				3/12/20	Board
				2/24/20	Office
<p><b>Finances:</b></p> <ul style="list-style-type: none"> <li>○ Cash Balance 1/8/20 \$ 24,509</li> <li>○ <b>Jan</b> Income: \$ 6,515</li> <li>○ <b>Jan</b> Expenses: \$ 3,353</li> </ul> <ul style="list-style-type: none"> <li>• Need to provide a plan to Finance for solvency.</li> <li>• Pension fee is currently 83% additional to emp salary making us in the red. (will increase to 95% in 2021)</li> <li>• Current renewals/fees don’t cover expenses.</li> </ul>			<ul style="list-style-type: none"> <li>• Recommend bi-monthly meetings. \$9k annual savings</li> <li>• Draft legislation to increase fees.</li> <li>• Mr. Lakes will reach out legislator</li> </ul>	2/6/20	Office
				2/10/20	Trimble
				2/10/20	Lakes
<b>Executive Session</b>	Mason	Lakes			
Out of Executive Session	Rideout	Strunk			
Outcomes:	Rideout	Strunk	<p>C.19.10.001 – Agreed order</p> <p>C.19.09.004 – Dismiss</p> <p>C.19.09.005 – Agreed Order</p> <p>C.19.12.001 – Dismiss</p> <p>C.19.12.002 - Dismiss</p>		
Meeting Adjourned	Rideout	Mason			