

- Attendees:**
- ✓ **H.E. Corder, Chair**
  - ✓ **Roth Mason**
  - ✓ **Jonathan Rideout**
  - ✓ **David Trimble, Counsel**
  - ✓ **Greg Lakes**
  - ✓ **J.O. Strunk (Hap)**
  - ✓ **Christi Moffett, Exec Director**
  - ✓ **Dale Powell, Inspector**

**Board Meeting**

*\*All votes unanimous unless otherwise stated*

Agenda Item/Discussion	Motion	2nd	Action	Follow up	Owner
Call to Order	Corder		<i>*Mr. Mason was not present.</i>		
December Minutes	Lakes	Corder	<b>Approved</b>		
Examinees List Vote – February	Strunk	Lakes	<b>Approved</b>		
<b>Continuing Education Accreditation</b> <ul style="list-style-type: none"> <li>• NFDA Business Education Seminar 2020 (2/20)</li> <li>• NFDA Meet the Mentors Program 2020 (3/20)</li> <li>• NFDA Cremation Certification Seminar 2020 (2020)</li> <li>• NFDA Arranger Training 2020</li> <li>• Order of the Golden Rule – 2020 Young Professionals (2/20)</li> <li>• Order of the Golden Rule – Annual Conference (4/20)</li> <li>• FDAK – Mid Winter (2/20)</li> </ul>	Lakes	Corder	<b>Approved</b>		
<b>Establishments</b>					
Licenses – <ul style="list-style-type: none"> <li>• Benton Glunt &amp; Tapp FH</li> <li>• AD Porter</li> </ul>			<ul style="list-style-type: none"> <li>• Merger/same owner</li> <li>• Co-owner now full</li> </ul>		
<b>Inspector Report</b>					
21 Funeral Homes inspected from December 10, 2019 to January 12, 2020	Lakes	Mason	<i>*Mr. Mason arrived.</i> <b>Approved</b>		
3 apprentice calendars reviewed and accurate.					
Goodman – investigation of employee; deputy coroner exercising authority inappropriately. Family had chosen FH, deputy coroner redirected to his FH.			Board members need to share with coroners that this is an ongoing issue. May need to seek separation of coroners that work for funeral homes.		

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Haley McGinnis – inappropriate advertising In benevolent holiday ad they provided their contact information.			Mr. Powell discussed issue with FH. They will remove the contact message.		
Gamble – applying life insurance from one brother (who died previously and had not paid) to the other.			This was legal because they signed an Assignment of Proceeds allowing the FH to submit the non-paid previous funeral to be paid out on this insurance filing.		
Hughs FH - ran monthly ad giving a discount for Chamber members.			Not a violation; they are not asking for information.		
Myers FH – New Embalmer Mgr since death of Joseph Myers			Submitted on renewal but need to submit correct paperwork.	2/1/20	Office
Lindsey FH – Embalmer Mgr listed at 2 locations. Est. licenses not accurate in back office.			Paperwork submitted 1/10/20. System updated.		
2 investigations pending					
<b>Apprentice Induction</b>					
<b>Funeral Directors</b>					
<b>Dual</b>	Rideout	Strunk	Mr. Lakes reviewed apprentice responsibilities. Mr. Mason reviewed supervisor responsibilities.		
<ul style="list-style-type: none"> <li>• Hannah Palmer</li> <li>• Simon Riggs</li> <li>• Brian Smith</li> </ul>					
Break / Apprentice Contracts					
<b>Executive Director Report</b>	Lakes	Strunk	<b>Approved</b>		
<b>Apprentices</b>					
Shirley Anderson <ul style="list-style-type: none"> <li>▪ License lapse in KY; has completed all CEs and paid back licensure funds.</li> </ul>	Strunk	Rideout	She has been working in the business in TN so no retest required.	2/1/20	Office

Agenda Item/Discussion	Motion	2 <sup>nd</sup>	Action	Follow up	Owner
<p>SS/BR Status</p> <ul style="list-style-type: none"> <li>▪ Jerome Smith/Aaron Kaelin – no response to inquiries</li> <li>▪ Travis Rutherford/ Aaron Scott</li> </ul>			<ul style="list-style-type: none"> <li>▪ Delivered SS 12/20/19 no BR. Brought BR to mtg. \$250 fine to Supervisor/3 mths added to time</li> <li>▪ Email – Mr. Rutherford is no longer an apprentice</li> </ul>	1/22/20	Office
<p>Andrew Newton – extended apprenticeship</p>			<p>Florida will license his facility. They would accept a letter stating that he can assist under supervisor to embalm. It will require an end date. The board requested time for consideration.</p>		Moffett
<p>Rodgers, Awkard &amp; Lyons</p> <ul style="list-style-type: none"> <li>▪ Want to advertise affiliation with local pastor.</li> <li>▪ They have paperwork from Filson Society that indicates the FH has been around since early 1900s.</li> </ul>			<p>Can't indicate he is an "assistant FD/E"; they can assist with services as long as there is a licensed FD there and "responsible". You can include their name when advertising.</p> <p>Submit documentation that proves how long they have been in business prior to publication.</p>		
<b>Executive Director Report</b>					
<p>Apprentices on "hold"</p> <ul style="list-style-type: none"> <li>▪ Office has several apprentices that have been on "hold" for extended time period.</li> <li>▪ Office checks in every 90 days but how long?</li> </ul>			<p>1 year max - <b>Approved</b></p> <p>Notify all those on hold of end dates</p>	2/1/20	Office

Agenda Item/Discussion	Motion	2 <sup>nd</sup>	Action	Follow up	Owner
<p>Ban the book report</p> <ul style="list-style-type: none"> <li>▪ Option of having online education courses on our website vs book reports</li> <li>▪ Recommend keeping 1st BR as it is on KY Laws</li> </ul>			<p>Mr. Trimble offered possibility of creating laws online course.</p> <p>Office will pursue.</p>	2/4/20	Moffett
<p>Finances:</p> <ul style="list-style-type: none"> <li>○ Cash Balance 12/8/19 \$ 55,603</li> <li>○ Dec Income: \$ 9,460</li> <li>○ Dec Expenses: \$ 3,737</li> </ul>					
<b>Regulations Update</b>					
Executive Session	Strunk	Rideout			
Outcome of Executive Session	Strunk	Corder	<p>The following actions are result of Executive Session:</p> <ul style="list-style-type: none"> <li>• C.19.09.004   Dismissal</li> <li>• C.19.09.005   Agreed Order</li> <li>• C.19.09.005   Revocation &amp; \$5000 fine</li> </ul>		
	Corder	Lakes			
	Rideout	Strunk			
	Strunk	Rideout			
Meeting Adjourned	Lakes	Mason			