

**FUNERAL DIRECTORS EXAMINING BOARD
MEETING MINUTES
NOVEMBER 18, 2014**

PRESENT: Thomas Bradley (via GoToMeeting), Marc Eernisse, Eric Lengell, Marla Michaelis, Dean Stensberg

EXCUSED: Kristen Piehl

STAFF: Brittany Lewin, Executive Director; Gretchen Mrozinski, Legal Counsel; Kimberly Wood, Bureau Assistant

Thomas Bradley, Chair, called the meeting to order at 9:37 a.m. A quorum of five (5) was confirmed.

ADOPTION OF AGENDA

MOTION: Dean Stensberg moved, seconded by Marla Michaelis, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Dean Stensberg moved, seconded by Eric Lengell, to approve the minutes of August 5, 2014 as published. Motion carried. Abstained: Marla Michaelis

LEGISLATIVE AND ADMINISTRATIVE MATTERS

Proposals for Amending FD 1, 4, Wis. Admin. Code, Relating to Applications, Examinations, Renewal and Approved Continuing Education

MOTION: Marla Michaelis moved, seconded by Eric Lengell, to designate Marc Eernisse to serve as liaison to DSPS staff for drafting FD 1, 4, Wis. Admin. Code, relating to applications, examinations, renewal and approved continuing education. Motion carried unanimously.

CREDENTIALING MATTERS

Review and Update of a Consumer's Guide to Preplanning a Funeral Booklet

MOTION: Dean Stensberg moved, seconded by Marc Eernisse, to designate Marla Michaelis to work with Credentialing staff to assist in the review and update of form # 2357: Consumer's Guide to Preplanning a Funeral. Motion carried unanimously.

CLOSED SESSION

MOTION: Marc Eernisse moved, seconded by Eric Lengell, to convene to closed session to deliberate on cases following hearing (s.19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Thomas Bradley read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Thomas Bradley – yes; Marc Eernisse – yes; Eric Lengell – yes; and Marla Michaelis – yes. Motion carried unanimously.

The Board convened into closed session at 9:58 a.m.

(Dean Stensberg was out of the room for the vote to convene to Closed Session.)

RECONVENE TO OPEN SESSION

MOTION: Eric Lengell moved, seconded by Dean Stensberg, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 10:28 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Dean Stensberg moved, seconded by Marla Michaelis, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

DELIBERATION ON PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

MOTION: Dean Stensberg moved, seconded by Marc Eernisse, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against **M.J.W.**, DLSC case number **13 FDR 009**. Motion carried unanimously.

MOTION: Eric Lengell moved, seconded by Marc Eernisse, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against **P.F.S.**, DLSC case number **13 FDR 010**. Motion carried unanimously.

CASE CLOSINGS

MOTION: Marc Eernisse moved, seconded by Marla Michaelis, to close DLSC case number **12 FDR 004**, for Insufficient Evidence. Motion carried unanimously.

MOTION: Dean Stensberg moved, seconded by Marla Michaelis, to close DLSC case number **13 FDR 009**, against W.F.F.H., for No Violation. Motion carried unanimously.

MOTION: Marc Eernisse moved, seconded by Eric Lengell, to close DLSC case number **13 FDR 010**, against D.P., for No Jurisdiction. Motion carried unanimously.

ADJOURNMENT

MOTION: Marla Michaelis moved, seconded Marc Eernisse, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:31 a.m.