

**FUNERAL DIRECTORS EXAMINING BOARD
TELECONFERENCE/VIRTUAL MEETING MINUTES
May 23, 2017**

PRESENT: Aziz Al-Sager, D. Bruce Carlson, Marc Eernisse, Eric Lengell, Marla Michaelis

STAFF: Dan Williams, Executive Director; Greg DiMiceli, Administrative Rules Coordinator; Nifty Lynn Dio, Bureau Assistant; and other Department Staff

Marc Eernisse, Chair, called the meeting to order at 9:34 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda:

- *Correct: March 17, 2016 to March 17, 2017*
- *Changed time from 9:00 a.m. to 9:30 a.m.*

MOTION: Bruce Carlson moved, seconded by Marla Michaelis, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Bruce Carlson moved, seconded by Eric Lengell, to approve the minutes of March 17, 2017 as published. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

FD 1 Relating to Funeral Director Licensure and the Apprenticeship Process

MOTION: Marla Michaelis moved, seconded by Aziz Al-Sager, to authorize the Chair to approve the preliminary rule draft of FD 1 relating to Funeral Director Licensure and the Apprenticeship Process, for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

FD 4 Relating to Continuing Education

MOTION: Bruce Carlson moved, seconded by Aziz Al-Sager, to authorize the Chair to approve the preliminary rule draft of FD 4 relating to Continuing Education, for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

CLOSED SESSION

MOTION: Bruce Carlson moved, seconded by Marla Michaelis, 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.). The Chair read aloud the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Aziz Al-Sager – yes; D. Bruce Carlson – yes; Marc Eernisse – yes; Eric Lengell – yes; and Marla Michaelis – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:26 a.m.

At this time, all external communication contacts will be terminated for purposes of going into Closed Session.

RECONVENE TO OPEN SESSION

MOTION: Bruce Carlson moved, seconded by Eric Lengell, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 10:36 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Aziz Al-Sager moved, seconded by Bruce Carlson to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

PROPOSED FINAL DECISION AND ORDER

MOTION: Bruce Carlson moved, seconded by Aziz Al-Sager, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Jason Schneider and Schneider Funeral Home and Life Tributes, Respondents, DHA Case No. SPS-16-0071/DLSC Case No. 15 FDR 009, 15 FDR 012 and 15 FDR 026. Motion carried unanimously.

(Marla Michaelis disconnected from the meeting for deliberation and voting in the matter concerning Jason Schneider and Schneider Funeral Home and Life Tributes.)

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC)
MATTERS**

Case Closings

15 FDR 023 – J.F.H.I., J.L.F.H. and P.J.J.

MOTION: Aziz Al-Sager moved, seconded by Marla Michaelis, to close DLSC Case No. 15 FDR 023, against J.F.H.I., J.L.F.H. and P.J.J., for Prosecutorial Discretion (P2.) Motion carried unanimously.

16 FDR 013 – B.M., J.M. and M.M.

MOTION: Aziz Al-Sager moved, seconded by Marla Michaelis, to close DLSC Case No. 16 FDR 013, against B.M., J.M. and M.M., for Prosecutorial Discretion (P2.) Motion carried unanimously.

ADJOURNMENT

MOTION: Marla Michaelis moved, seconded by Aziz Al-Sager, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:37 a.m.