

**FUNERAL DIRECTORS EXAMINING BOARD
MEETING MINUTES
May 19, 2015**

PRESENT: Thomas Bradley, Eric Lengell, Marla Michaelis, Marc Eernisse, Dean Stensberg

ABSENT: Kristen Piehl

STAFF: Brittany Lewin, Executive Director; Kelly Williams, Bureau Assistant; Sharon Henes, Rules Coordinator

Thomas Bradley, Chair, called the meeting to order at 9:30 A.M. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

Amendments to the Minutes:

- **Page 3 of the Minutes:** Amend the Case Closing motion for DLSC case number 14FDR001 to read as: “Dean Stensberg moved, seconded by Marla Michaelis, to close DLSC case number 14FDR001, against M.H. **and R.N.G.G.F.H.**, for Insufficient Evidence. Motion carried unanimously.”

MOTION: Eric Lengell moved, seconded by Marc Eernisse, to approve the minutes of February 25, 2015 as amended. Motion carried unanimously.

LEGISLATIVE AND RULE MATTERS

MOTION: Marc Eernisse moved, seconded by Eric Lengell to authorize Marla Michaelis to approve the revision of rule FD 1, 4 relating to Applications, Exams, Renewal and Continuing Education for posting of economic impact comments and submission to the Clearinghouse. The public hearing will take place on August 4, 2015. Motion carried unanimously.

MOTION: Marla Michaelis moved, seconded by Eric Lengell, to request DSPS staff draft a Scope Statement relating to reciprocity. Motion carried unanimously.

MOTION: Marc Eernisse moved, seconded by Dean Stensberg, to request DSPS staff draft a Scope Statement relating to education and apprenticeship. Motion carried unanimously.

CLOSED SESSION

MOTION: Eric Lengell 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.). Thomas Bradley, Chair, 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; Dean Stensberg – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:55 A.M.

RECONVENE TO OPEN SESSION

MOTION: Eric Lengell moved, seconded by Marc Eernisse, to reconvene in Open Session at 11:19 A.M. Motion carried unanimously.

PROPOSED STIPULATION AND FINAL DECISION AND ORDER

13 FDR 007

MOTION: Marc Eernisse moved, seconded by Marla Michaelis, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Carl A. Schilling and Maurina-Schilling Funeral Home, Respondent – DLSC case number 13 FDR 007. Motion carried unanimously.

13 FDR 007

MOTION: Marc Eernisse moved, seconded by Marla Michaelis, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Chadd J. Kunze; Respondent – DLSC case number 13 FDR 007. Motion carried unanimously.

13 FDR 016

MOTION: Dean Stensberg moved, seconded by Marla Michaelis, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Marion Holley and Reid's New Golden Gate Funeral Home, Respondent – DLSC case number 13 FDR 016. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Eric Lengell moved, seconded by Marla Michaelis to affirm all motions made in closed session. Motion carried unanimously.

ADJOURNMENT

MOTION: Marc Eernisse moved, seconded by Dean Stensberg, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:20 A.M.