

**FUNERAL DIRECTORS EXAMINING BOARD  
MEETING MINUTES  
MAY 24, 2016**

**PRESENT:** Thomas Bradley, Marc Eernisse, Eric Lengell, Marla Michaelis, Dean Stensberg (*excused from the meeting at 11:35 a.m and rejoined the meeting at 11:47 a.m.*)

**EXCUSED:** Kristen Piehl

**STAFF:** Dan Williams, Executive Director; Nilajah Hardin, Bureau Assistant and other Department Staff

Thomas Bradley, Chair, called the meeting to order at 9:31 a.m. A quorum of five (5) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments to the Agenda:**

- *The date of the meeting is amended to May 24, 2016*
- *The DSPS Contact is changed from Brittany Lewin to Dan Williams*
- *Under Item C 2. Board Member Term Expiration Dates: Item e is amended to read “Kristen Piehl – 07/01/2014”*
- *Under Item H: Item 2 is amended to read “Proposed Stipulation(s), Final Decisions, and Orders”*

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to adopt the agenda as amended. Motion carried unanimously.

**INFORMATIONAL ITEMS**

**The Conference Model Practice Act for Funeral Service**

**MOTION:** Marc Eernisse moved, seconded by Marla Michaelis, to acknowledge the receipt of the Conference Model Practice Act for Funeral Service and that it is available to the Board for informational purposes. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Dean Stensberg moved, seconded by Marc Eernisse, to approve the minutes of February 23, 2016 as published. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**MOTION:** Dean Stensberg moved, seconded by Marc Eernisse, requesting DSPS Staff report to the Board, at every meeting, a list of expired funeral establishment permits as noted in Wis. Admin. Code § FD 1.08 since the last renewal date and funeral directors licenses since the last renewal date as noted in Wis. Admin. Code § FD 1.10. Motion carried unanimously.

*Dean Stensberg was excused from the meeting at 11:35 a.m.*

**CLOSED SESSION**

**MOTION:** Marc Eernisse 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. Motion carried unanimously.

The Board convened into Closed Session at 11:41 A.M.

**RECONVENE TO OPEN SESSION**

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to reconvene in Open Session at 1:02 P.M. Motion carried unanimously.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

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

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

*Dean Stensberg rejoined the meeting at 11:47 a.m.*

**Proposed Stipulation(s), Final Decisions, and Orders*****14 FDR 018 - E.S. and L.F.H.***

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Edward Stern and Lakeview Funeral Home, DLSC case number 14 FDR 018. Motion carried unanimously.

**Case Closings*****14 FDR 008 - J.D.D.F.H. and J.J.***

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to close DLSC case number 14 FDR 008, against J.J., for Insufficient Evidence. Motion carried unanimously.

**MOTION:** Eric Lengell moved, seconded by Marla Michaelis, to close DLSC case number 14 FDR 008, against J.D.D.F.H. for Prosecutorial Discretion (P5 - Flag). Motion carried unanimously.

***14 FDR 018 - G.M.F.A.C.S.***

**MOTION:** Marla Michaelis moved, seconded by Marc Eernisse, to close DLSC case number 14 FDR 018, against G.M.F.A.C.S., for Insufficient Evidence. Motion carried unanimously.

***15 FDR 010 - G.M.O. and I.C.***

**MOTION:** Marc Eernisse moved, seconded by Marla Michaelis, to **table** DLSC case number 15 FDR 010, against G.M.O. and I.C., for more information. Motion carried unanimously.

**ADJOURNMENT**

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

The meeting adjourned at 1:04 p.m.