

**FUNERAL DIRECTORS EXAMINING BOARD  
MEETING MINUTES  
AUGUST 2, 2016**

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

**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 9:30 a.m. A quorum of five (5) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments to the Agenda:**

- *Item C 2) b. is Amended to Read: "Marc Eernisse – 07/01/2018"*
- *Item I 2) is Amended to Read: "Proposed Stipulations, Final Decisions, and Orders"*

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

**APPROVAL OF MINUTES**

**MOTION:** Dean Stensberg moved, seconded by Marc Eernisse, to approve the minutes of May 24, 2016 as published. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**FD 1, 4 Relating to Applications, Exams, Renewals and Approved Continuing Education Courses Adoption Order**

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to approve the Adoption Order for Clearinghouse Rule CR 16-011 Relating to Applications, Exams, Renewals and Approved Continuing Education Courses. Motion carried unanimously.

**FD 5 Relating to Reciprocity Adoption Order**

**MOTION:** Dean Stensberg moved, seconded by Eric Lengell, to approve the Adoption Order for Clearinghouse Rule CR 16-010 Relating to Reciprocity. Motion carried unanimously.

**EXPIRED LIST – DISCUSSION AND CONSIDERATION**

**MOTION:** Dean Stensberg moved, seconded by Marc Eernisse, to acknowledge receipt of the expired Funeral Director licensee list. Motion carried unanimously.

**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; Dean Stensberg – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:31 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Marc Eernisse moved, seconded by Marla Michaelis, to reconvene in Open Session at 11:43 a.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.

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

**Administrative Warning**

***14 FDR 017 (B.F.S.)***

**MOTION:** Thomas Bradley moved, seconded by Marla Michaelis, to issue an Administrative Warning in the matter of DLSC Case No. 14 FD 017. Motion carried unanimously.

**Proposed Stipulation(s), Final Decisions, and Orders**

***14 FDR 011 (R.E.B. and S.F.C.)***

**MOTION:** Marc Eernisse moved, seconded by Thomas Bradley, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against S.F.C. and R.E.B., DLSC case number 14 FDR 011. Motion carried. *Dean Stensberg voted No.*

***14 FDR 017 (C.R.)***

**MOTION:** Thomas Bradley moved, seconded by Dean Stensberg, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against C.R., DLSC case number 14 FDR 017. Motion carried unanimously.

**Case Closings**

***14 FDR 017 – B.F.H.***

**MOTION:** Thomas Bradley moved, seconded by Marla Michaelis, to close DLSC case number 14 FDR 017, against B.F.H., for No Violation. Motion carried unanimously.

***15 FDR 010 – G.M.O. and I.C.***

**MOTION:** Marc Eernisse moved, seconded by Eric Lengell, to close DLSC case number 15 FDR 010, against G.M.O. and I.C., for No Violation. Motion carried unanimously.

**ADJOURNMENT**

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

The meeting adjourned at 11:43 a.m.