

IOWA BOARD OF MORTUARY SCIENCE

June 14, 2012

Lucas State Office Building, 5th Floor Conference Room #526

Des Moines, Iowa

Open Session Meeting Minutes

Call to Order:

The meeting was called to order by Marty Mitchell at 9:31 a.m.

Roll Call:

MEMBERS PRESENT:

Marty Mitchell, F.D.

Norene Mostkoff, Public Member

Kimberly Doehrmann, F.D.

Todd Kale, F.D.

Barbara Keahen, F.D.

Rebecca Ervin, Public Member

MEMBERS ABSENT:

Brad Hawn, F.D.

STAFF PRESENT:

Susan Reynolds, Board Executive

Barb Huey, Bureau Chief

Karla Hoover, Licensure Specialist

Barb Christiansen, Administrative Assistant

Pam Griebel, AAG

Guests Present:

Suzanne Gebel, IFDA

Ben Hengesteg

Introductions:

Board members introduced themselves to new member Norene Mostkoff.

Election of Officers:

Nomination for chair: A motion was made by Mitchell for Brad Hawn to serve as chair. A second was received from Doehrmann. All ayes, opposed none, motion carried

Nomination for vice chair: A motion was made by Doehrmann for Marty Mitchell to serve as vice-chair. A second was received from Irvin. All ayes, opposed none, motion carried.

Review Agenda:

Administrative rule discussion will be tabled for this meeting.

Approval of Minutes:

A motion was made by Kale to approve the March 8, 2012, minutes. A second was received from Doehrmann. All ayes, opposed none, motion carried.

A motion was made by Kale to approve the March 26, 2012, minutes. A second was received from Teahen. All ayes, opposed none, motion carried.

Public Comment:

Suzanne Gebel, IFDA - Thanked Susan Reynolds and Marvin Firch for being part of the annual association convention. Suzanne reported highlights of the convention to the board. IFDA is close to offering on-line continuing education to licensees.

Reports:

Chairperson: No report.

Board Executive: Susan Reynolds asked board members to review the roster for errors or updates that are needed. Reynolds reported on the feedback that she and Marvin Firch received during their attendance at the IFDA Annual Convention in Ames. The draft on record retention was distributed to the work groups for input. There were several questions about the case analysis form and if the state would develop the form and provide it to the establishments; and clarification on the chain of custody for bodies. There were comments from some funeral directors about the quality of education that DMACC students receive through the on-line program. Some felt too much on-line study has diminished the student's education.

Bureau Chief: Barb Huey gave an update about the new AMANDA application software. Mortuary Science is one of the folders being tested at this time.

AAG: Pam Griebel welcomed Norene Mostkoff to the board. Presented highlights of the *Guidelines for Board Members*.

Internship and Preceptorship:

Ben Hengesteg has finished his internship and the board must decide if he will be issued a license with or without conditions. Todd Kale reported that all reports were exceptional, noting that the preceptor and manager were very complimentary. Kale recommended Hengesteg's license be issued without conditions. A motion was made by Kale to approve this intern for unconditional licensure. A second was received from Teahen. All ayes, opposed none, motion carried.

Casey Hepker was terminated by his employer with sixty-six days left in his internship. A letter was received from his preceptor stating he was terminated because of his work ethic. The intern stated he was terminated because of the work hours he was asked to fulfill as well as duties that were assigned to him by the funeral director that included roofing his residence. AAG Griebel stated that assigned work hours are not in the Board's jurisdiction. She suggested the intern find a new preceptor to fulfill his requirements. No action required. A letter will be sent to the intern encouraging him to find another preceptor and seek full-time employment to complete his internship.

New Business:

The board executive invited Jill France, bureau chief of Vital Statistics to be at the board meeting. France was unable to be in attendance. France was to address a letter she received from Josh Slocum, executive director of Funeral Consumers Alliance about the passage of HF 2369 that no longer allows county registrars to issue burial transit permits. Slocum accused the Bureau of Vital Statistics of withholding burial transit permits to families and lay groups who choose to bury their own dead rather than use the services of funeral homes. Bonnie Kauth, a local advocate of "at home death care" sent an e-mail to the Board Executive requesting the Board to address the same matter. Ms. Kauth's e-mail acknowledged she had never been refused a burial transit permit by a funeral director. Board members did not see this as an issue and took no action. A follow-up letter will be sent to Bonnie Kauth.

Applications:

Thomas Oberreuter submitted a medical waiver requesting exemption of continuing education. Board denied exemption, but agreed to give licensee variance until August 1st to complete his continuing education. If unable to complete by the due date, licensee has option to place license on inactive status until continuing education is completed. Board will review complaint at its September 13th meeting to decide if disciplinary action is required. A motion was made by Teahen to deny his request for waiver with option of completing education by August 1, 2012, or placing his license on an inactive status. A second was received from Irvin. 3 ayes, opposed Mostkoff and Kale, motion carried.

Petition for Waiver of 645 IAC 101.8(7), Licensure by Endorsement, submitted by Michael Smith, Prairie du Chien, Wisconsin. A motion was made by Teahen to accept this petition for waiver. A second was received from Mostkoff. All ayes, opposed none, motion carried.

Administrative Rules: Tabled

Marty Mitchell gave an overview of the rules committee on June 13th. Revised rules will go back to the stakeholders for further review.

Board took a break at 11:08 a.m. and resumed at 11:23 a.m.

A motion was made by Mitchell to go into closed session to discuss confidential material related to complaints according to Iowa Code Chapter 21.5(1)(a) and (d). A second was received from Mostkoff. Roll call was taken.

Mostkoff - Aye

Doehrmann - Aye

Mitchell - Aye

Teahen - Aye

Irvin - Aye

Kale - Aye

Motion carried.

Board returned to open session at 11:16 a.m. and took the following action:

A motion was made by Teahen to close the following complaints: 11-016, 12-002, 12-007 and 12-009. A second was received from Kale. All ayes, opposed none, motion carried.

Future Board Meetings:

September 13, 2012

December 13, 2012

Adjournment:

A motion was made by Doehrmann to adjourn the meeting at 11:40 a.m. A second was received from Irvin. All ayes, opposed none, motion carried.