

MINUTES

**UTAH
FUNERAL SERVICE LICENSING
BOARD MEETING**

May 21, 2014

**Room 464 – 4th Floor – 9:00 A.M.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 9:00 a.m.

ADJOURNED: 9:45 a.m.

Bureau Manager:

Dan S Jones

Board Secretary:

Ann Naegelin

Board Members Present:

Ned Nordgren, Chairman
P. Mark Brown
Kurt Soffe
Toby H Lee
Mitchell Blackburn
Louie Hamner

Board Members Absent

Travis Greenwood

DOPL Staff Present:

Neena Bowen, Compliance Specialist

Guests:

Rob Larkin, Utah Funeral Directors Association

ADMINISTRATIVE BUSINESS:

Swear In New Board Member

Kurt Soffe was introduced and sworn in as a Board member.

Approval September 18 and November 20, 2013,
February 19, 2014 Board Meeting Minutes

Mr. Blackburn made a motion to approve the September 2013, November 2013 and February 2014 minutes as written. Mr. Hamner seconded the motion. Motion passed by unanimous vote.

DISCUSSION ITEMS:

Online Application and
Law and Rules Exam

Mr. Jones explained applicants will soon be able to apply for license online. He explained the need to either change the Intern Law and Rule exam to an exam given by PSI or remove the exam as a requirement. Mr. Blackburn made a motion to use the 25 question exam for funeral service intern, funeral

service director and preneed sales agent. Mr. Lee seconded the motion. Motion passed by unanimous vote.

Mr. Jones will publish the proposed rule change in the state bulletin and a public rules hearing will be set for the next meeting.

Lonnie K Nyman
Reinstatement
Funeral Service Intern

Mr. Brown made a motion to reinstate the license for Lonnie K Nyman. Mr. Soffe seconded the motion. Motion passed by unanimous vote.

Joshua W McMillan
Reinstatement
Funeral Service Intern

Mr. Brown made a motion to reinstate the license for Joshua W McMillan. Mr. Soffe seconded the motion. Motion passed by unanimous vote.

Probation Update
Neena Bowen

Ms. Bowen gave a probation compliance report. Cardell Sackett needs to submit his UA. Ms. Bowen has been in contact with Mr. Sackett's probation officer regarding his UA.

Shane Westmoreland is in compliance.

Mr. Jones asked for input from the Board for probation interviews. The Board will only conduct an interview when a person is non compliant with their probation.

Mr. Brown made a motion to close the meeting to discuss the character, professional competence or physical or mental health of an individual. Mr. Blackburn seconded the motion. Motion passed by unanimous vote.

NEXT MEETING: August 20, 2014

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

2/18/15
Date Approved


Chairperson, Utah Funeral Service Licensing Board

2-18-15
Date Approved


Bureau Manager, Division of Occupational & Professional Licensing

SWORN STATEMENT
SUPPORTING CLOSURE OF BOARD MEETING

DOPL-FM-010 05/02/2006

I NED WONDIGNON acted as the presiding member of the Funeral Service
Board, which met on 5-21-14

Appropriate notice was given of the Board's meeting as required by §52-4-202.

A quorum of the Board was present at the meeting and voted by at least a two-thirds vote, as detailed in the minutes of the open meeting, to close a portion of the meeting to discuss the following:

- the character, professional competence, or physical or mental health of an individual (52-4-205(1)(a))
- strategy regarding pending or reasonably imminent litigation (§52-4-205(1)(c))
- deployment of security personnel, devices, or systems (§52-4-205(1)(f))
- investigative proceedings regarding allegations of criminal misconduct (§52-4-205(1)(g))

The content of the closed portion of the Board meeting was restricted to a discussion of the matter(s) for which the meeting was closed.

With regard to the closed meeting, the following was publically announced and recorded, and entered on the minutes of the open meeting at which the closed meeting was approved:

- (a) the reason or reasons for holding the closed meeting;
- (b) the location where the closed meeting will be held; and
- (c) the vote of each member of the public body either for or against the motion to hold the closed meeting.

If required, and/or kept or maintained, the recording and any minutes of the closed meeting will include:

- (a) the date, time, and place of the meeting;
- (b) the names of members present and absent; and
- (c) the names of all others present except where such disclosure would infringe on the confidentiality necessary to fulfill the original purpose of closing the meeting.

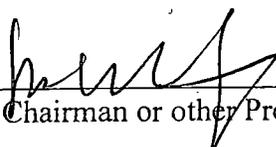
Pursuant to §52-4-206(5), a sworn statement is required to close a meeting under §52-4-205 (1)(a) or 52-4-205(1)(f), but a record by tape recording or detailed minutes is not required.

- A record was not made
 A record was made by: Tape Recording Detailed Written Minutes

Pursuant to §52-4-206(1), a record by tape recording is required for a meeting closed under §52-4-205(1)(c) or 52-4-205(1)(g), and was made.

Detailed written minutes of the content of a closed meeting although not required, are permitted and were kept of the meeting.

I hereby swear or affirm under penalty of perjury that the above information is true and correct to the best of my knowledge.


Board Chairman or other Presiding Member

5/21/14
Date of Signature