



CEMETERY BOARD
Room 121A, 1400 E. Washington Avenue, Madison
Contact: Brittany Lewin (608) 266-2112
August 11, 2015

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-2)

B. Approval of Minutes of June 24, 2015 (3-4)

C. Administrative Matters

- 1) Staff Updates

D. Legislative and Administrative Rule Matters

- 1) Update from Legislative Liaison

E. Discussion and Consideration of Items Received After Preparation of the Agenda

- 1) Introductions, Announcements and Recognition
- 2) Disciplinary Matters
- 3) Administrative Matters
- 4) Education and Examination Matters
- 5) Credentialing Matters
- 6) Practice Matters
- 7) Legislation/Administrative Rule Matters
- 8) Liaison Report(s)
- 9) Informational Item(s)
- 10) Speaking Engagement(s), Travel, or Public Relation Request(s)
- 11) Requests for Disciplinary Proceeding Presentations

F. Public Comments

G. 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 investigations with administrative warnings (ss. 19.85 (1)(b), 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.).

H. Case Closing

- 1) 14 RLC 003 (E.D.U.C.) (5-9)

I. Change of Trustee of a Care Fund or a Preneed Trust Fund Requests (10-11)

J. Deliberation of Items Received After Preparation of the Agenda

- 1) Disciplinary Matters
- 2) Education and Examination Matters
- 3) Credentialing Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petition(s) for Summary Suspensions
- 7) Proposed Stipulations, Final Decisions and Orders
- 8) Administrative Warnings
- 9) Proposed Decisions
- 10) Matters Relating to Costs/Orders Fixing Costs
- 11) Motions
- 12) Petitions for Rehearing
- 13) Case Closings
- 14) Case Status Report
- 15) Petitions for Re-Hearing

K. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

ADJOURNMENT

**CEMETERY BOARD
MEETING MINUTES
June 24, 2015**

PRESENT: Patricia Grathen, Ed Greenfield, Francis Groh (*Via GoToMeeting*), Clyde Rupnow

STAFF: Brittany Lewin, Executive Director; Kelly Williams, Bureau Assistant; Amber Cardenas, Board Legal Counsel

CALL TO ORDER

Clyde Rupnow, called the meeting to order at 9:30 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Ed Greenfield moved, seconded by Francis Groh, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF MARCH 16, 2015

MOTION: Patricia Grathen moved, seconded by Francis Groh, to approve the Minutes of March 16, 2015 as published. Motion carried unanimously.

CONVENE TO CLOSED SESSION

MOTION: Francis Groh moved seconded by Patricia Grathen, 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 investigations with administrative warnings (ss. 19.85 (1)(b), 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.). Clyde Rupnow read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Patricia Grathen-yes; Ed Greenfield-yes; Francis Groh-yes; Clyde Rupnow-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:40 a.m.

RECONVENE TO OPEN SESSION

MOTION: Ed Greenfield moved, seconded by Francis Groh, to reconvene in open session. Motion carried unanimously.

The Board reconvened into open session at 10:08 a.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,
IF VOTING IS APPROPRIATE**

MOTION: Francis Groh moved, seconded by Patricia Grathen, to reaffirm all motions made in closed session. Motion carried unanimously.

CASE CLOSINGS

MOTION: Francis Groh moved, seconded by Patricia Grathen, to close DLSC case number **14 RLC 002 for Lack of Jurisdiction (L1)**. Motion carried unanimously.

MOTION: Patricia Grathen moved, seconded by Ed Greenfield, to close DLSC case number **14 RLC 013 for Lack of Jurisdiction (L1)**. Motion carried unanimously.

ADJOURNMENT

MOTION: Patricia Grathen moved, seconded by Ed Greenfield, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:09 a.m.