



FUNERAL DIRECTORS EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Dan Williams (608) 266-2112
August 2, 2016

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 record of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-3)

B. Approval of Minutes of May 24, 2016 (4-6)

C. Administrative Updates

- 1) Staff Updates
- 2) Board Members – Term Expiration Dates
 - a. Thomas Bradley – 07/01/2015
 - b. Mark Eernisse – 07/01/2018
 - c. Eric Lengell – 07/01/2016
 - d. Marla Michaelis – 07/01/2017
 - e. Kristen Piehl – 07/01/2014
 - f. Dean Stensberg – 07/01/2017

D. Legislative/Administrative Rule Matters (7-33)

- 1) FD 1, 4 Relating to Applications, Exams, Renewals and Approved Continuing Education Courses Adoption Order
- 2) FD 5 Relating to Reciprocity Adoption Order
- 3) FD 1 Relating to Funeral Director Licensure
- 4) FD 4 Relating to Approved Continuing Education Requirements
- 5) Update on Legislation and Pending or Possible Rulemaking Projects

E. Expired List – Discussion and Consideration (34-39)

F. Informational Items

G. Deliberation on Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Election of Board Officers
- 3) Appointment of Board Liaison(s)
- 4) Administrative Updates **or** Administrative Matters
- 5) Education and Examination Matters
- 6) Credentialing Matters
- 7) Practice Matters
- 8) Legislative/Administrative Rule Matters
- 9) Liaison Reports
- 10) Informational Items
- 11) Disciplinary Matters
- 12) Presentations of Petitions for Summary Suspension
- 13) Petitions for Designation of Hearing Examiner
- 14) Presentation of Proposed Stipulations, Final Decisions and Orders
- 15) Presentation of Proposed Final Decision and Orders
- 16) Presentation of Interim Orders
- 17) Petitions for Re-Hearing
- 18) Petitions for Assessments
- 19) Petitions to Vacate Orders
- 20) Requests for Disciplinary Proceeding Presentations
- 21) Motions
- 22) Petitions
- 23) Appearances from Requests Received or Renewed
- 24) Speaking Engagement(s), Travel, or Public Relation Request(s)

H. Public Comments

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.).

I. Deliberation of Division of Legal Services and Compliance (DLSC) Matters

- 1) **Administrative Warning(s)**
 - a. 14 FDR 017 (B.F.S.) **(40-41)**
- 2) **Proposed Stipulations, Final Decisions, and Orders**
 - a. 14 FDR 011 (R.E.B. and S.F.C.) **(42-47)**
 - b. 14 FDR 017 (C.R.) **(48-53)**
- 3) **Case Closings**
 - a. 14 FDR 017 (B.F.H.) **(54-60)**
 - b. 15 FDR 010 (G.M.O. and I.C.) **(61-65)**

J. Deliberation on Credentialing Matters

K. Consulting with Legal Counsel

L. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Administrative Warnings
- 10) Review of Administrative Warnings
- 11) Proposed Final Decision and Orders
- 12) Matters Relating to Costs/ Orders Fixing Costs
- 13) Case Closings
- 14) Proposed Interim Orders
- 15) Petitions for Assessments and Evaluations
- 16) Petitions to Vacate Orders
- 17) Remedial Education Cases
- 18) Motions
- 19) Petitions for Re-Hearing
- 20) Appearances from Requests Received or Renewed

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

ADJOURNMENT

The Next Scheduled Meeting is November 22, 2016

**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.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Greg DiMiceli, Administrative Rules Coordinator		2) Date When Request Submitted: July 13, 2016 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Funeral Directors Examining Board			
4) Meeting Date: August 2, 2016	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislative and Administrative Rule Matters – Discussion and Consideration of: <ol style="list-style-type: none"> 1. FD 1, 2 Relating to funeral director licensure 2. FD 4 Relating to approved continuing education requirements 3. FD 1, 4 Relating to Applications, Exams, Renewals and Approved Continuing Education Courses Adoption Order 4. FD 5 Relating to Reciprocity Adoption Order 	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Review draft rule for purposes of discussion and additional drafting input. Order adopting final rules for FD 1,4 and FD 5.			
11) Greg DiMiceli <hr/> Signature of person making this request		Authorization July 13, 2016 <hr/> Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: <ol style="list-style-type: none"> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting. 			

STATE OF WISCONSIN
FUNERAL DIRECTORS EXAMINING BOARD

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	FUNERAL DIRECTORS
FUNERAL DIRECTORS	:	EXAMINING BOARD
EXAMINING BOARD	:	ADOPTING RULES
	:	(CLEARINGHOUSE RULE)

PROPOSED ORDER

An order of the Wisconsin Funeral Directors Examining Board to create FD 1.041 and to repeal and recreate FD 1.04.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: Section 445.03 (2) (a) and 440.075

Statutory authority: Sections 15.08(5) (b) and 445.03

Explanation of board authority: Section 445.03 (2)(a) allows examining boards to make and enforce rules not inconsistent with this chapter establishing professional and business ethics for the profession of funeral directors and for the general conduct of the business of funeral directing, and for the examination and licensing of funeral directors and the registration of apprentices.

Section 15.08(5) (b) requires examining boards to promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains.

Related statute or rule: FD 1

Plain language analysis:

This rule changes academic instruction requirements for funeral director licensure and adds military service as a pathway to meet licensure requirements.

Summary of, and comparison with, existing or proposed federal regulation:

Licensing requirements for funeral directors are established by state law.

Comparison with rules in adjacent states:

Illinois: An Internet search revealed that Illinois requires 30 semester hours of college credit plus Mortuary College or associate or bachelor's degree in mortuary science. Continuing education requirements are 12 hours for Funeral Directors 24 hours per two years for Funeral Director/Embalmer.

Iowa: An Internet search revealed that a student must have a minimum of 60 semester hours as indicated on the transcript from a regionally accredited college or university with a minimum of 2.0 or "C" grade point and a course in mortuary science from a school accredited by the American Board of funeral Service Education. The 60 semester hours does not include any technical or vocational mortuary science courses. Continuing education requirements are 24 hours per 2 years.

Michigan: An Internet search revealed that applicants for Mortuary Science licenses are required to have completed not less than 60 semester hours or 90 quarter hours. There are no continuing education requirements.

Minnesota: An Internet search revealed that a Bachelor of Science Degree with a major in Mortuary Science received from an accredited school. Continuing education requirement: 12 hours per 2 years.

Summary of factual data and analytical methodologies:

The funeral directors examining board reviewed the rule and statutory requirements.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

Fiscal Estimate and Economic Impact Analysis:

The department is currently soliciting information and advice from businesses, local government units, and individuals in order to prepare the economic impact analysis.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Jeffrey.Weigand@Wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Greg DiMiceli, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-266-0955; email at Gregory.DiMiceli@Wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Greg DiMiceli, Rule Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, P.O. Box 8366, Madison, WI 53708-8366, or by email to Gregory.DiMiceli@Wisconsin.gov. Comments must be received on or before (TBD) to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. FD 1.04 is repealed and recreated to read:

FD 1.04 To meet the requirements of two years of academic instruction specified in 445.045 (1) (d), Stats., an applicant must successfully complete the following requirements:

A minimum of 60 hours as indicated on the transcript from an accredited college or university with a minimum of a “C” grade point average. The 60 semester hours shall not include mortuary science courses.

SECTION 2. FD 1.041 is created to read:

FD 1.041 The Funeral Directors Examining Board shall count any relevant instruction that an applicant for an initial credential has obtained in connection with the applicant's military service, as defined in s. 111.32 (12g), toward satisfying any instruction requirements for that credential if the applicant demonstrates to the satisfaction of the board that the instruction obtained by the applicant is substantially equivalent to the instruction required for the initial credential.

SECTION 3. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

This Proposed Order of the Department of Safety and Professional Services is approved for submission to the Governor and Legislature.

Dated _____

Agency _____

Secretary

Department of Safety and Professional Services

STATE OF WISCONSIN
FUNERAL DIRECTORS EXAMINING BOARD

IN THE MATTER OF RULEMAKING : PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE : FUNERAL DIRECTORS
FUNERAL DIRECTORS : EXAMINING BOARD
EXAMINING BOARD : ADOPTING RULES
: (CLEARINGHOUSE RULE)

PROPOSED ORDER

An order of the Wisconsin Funeral Directors Examining Board to create FD 4.03 (11), FD 4.06, and to amend FD 4.05.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: Section 445.03 (2) (a) and 440.075

Statutory authority: Sections 15.08(5) (b) and 445.03

Explanation of board authority: Section 445.03 (2)(a) allows examining boards to make and enforce rules not inconsistent with this chapter establishing professional and business ethics for the profession of funeral directors and for the general conduct of the business of funeral directing, and for the examination and licensing of funeral directors and the registration of apprentices.

Section 15.08(5) (b) requires examining boards to promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains.

Related statute or rule: FD 4

Plain language analysis:

This rule provides certain exemptions for continuing education.

Summary of, and comparison with, existing or proposed federal regulation:

Licensing requirements for funeral directors are established by state law.

Comparison with rules in adjacent states:

Illinois: An Internet search revealed that Illinois requires 30 semester hours of college credit plus Mortuary College or associate or bachelor's degree in mortuary science. Continuing education

requirements are 12 hours for Funeral Directors 24 hours per two years for Funeral Director/Embalmer.

Iowa: An Internet search revealed that a student must have a minimum of 60 semester hours as indicated on the transcript from a regionally accredited college or university with a minimum of 2.0 or "C" grade point and a course in mortuary science from a school accredited by the American Board of funeral Service Education. The 60 semester hours does not include any technical or vocational mortuary science courses. Continuing education requirements are 24 hours per 2 years.

Michigan: An Internet search revealed that applicants for Mortuary Science licenses are required to have completed not less than 60 semester hours or 90 quarter hours. There are no continuing education requirements.

Minnesota: An Internet search revealed that a Bachelor of Science Degree with a major in Mortuary Science received from an accredited school. Continuing education requirement: 12 hours per 2 years.

Summary of factual data and analytical methodologies:

The funeral directors examining board reviewed the rule and statutory requirements.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

Fiscal Estimate and Economic Impact Analysis:

The department is currently soliciting information and advice from businesses, local government units, and individuals in order to prepare the economic impact analysis.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Jeffrey.Weigand@Wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Greg DiMiceli, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-266-0955; email at Gregory.DiMiceli@Wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Greg DiMiceli, Rule Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, P.O. Box 8366, Madison, WI 53708-8366, or by email to Gregory.DiMiceli@Wisconsin.gov. Comments must be received on or before (TBD) to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. FD 4.03 (11) is created to read:

FD 4.03 (11) The board shall count any relevant instruction that an applicant for an initial credential has obtained in connection with the applicant's military service, as defined in s. 111.32 (12g), toward satisfying instruction requirements for that credential if the applicant demonstrates to the satisfaction of the board that the instruction obtained by the applicant is substantially equivalent to the instruction required for the initial credential.

SECTION 2. FD 4.05 is amended to read:

FD 4.05 Exemption Any funeral director who holds a credential in good standing granted under s. 445.06, Stats., shall be exempt from meeting the continuing education requirement for the duration of the period that the funeral director is not engaged in professional practice. A funeral director who holds a credential shall notify the board and shall submit proof of having completed 15 hours of approved continuing education programs in the 2-year period immediately preceding notification to the board of his or her intent to return to professional practice in a licensed funeral establishment.

A funeral director shall be exempt from completion of the continuing education requirements under FD 4.03 if:

- 1) The licensee can show evidence, satisfactory to the board, that the funeral director is serving in active military duty as defined in s. 111.32 (12g).
- 2) The licensee is an active member of the Wisconsin Funeral Directors Examining Board for any portion of the year in which continuing education is required.

Section 3. FD 4.06 is created to read:

FD 4.06 Audit The board may conduct a random audit of licensees on a biennial basis for compliance with continuing education requirements. The board may conduct an audit on any licensee who has come under investigation by the board for alleged misconduct.

SECTION 4. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

This Proposed Order of the Department of Safety and Professional Services is approved for submission to the Governor and Legislature.

Dated _____

Agency _____

Secretary

Department of Safety and Professional Services

STATE OF WISCONSIN
FUNERAL DIRECTORS EXAMINING BOARD

IN THE MATTER OF RULE-MAKING	:	ORDER OF THE
PROCEEDINGS BEFORE THE	:	FUNERAL DIRECTORS EXAMINING
FUNERAL DIRECTORS EXAMINING	:	BOARD ADOPTING RULES
BOARD	:	(CR 16-011)

ORDER

An order of the Funeral Directors Examining Board to repeal FD 1.03 (2) and 1.035; to amend FD 1.01, 1.03 (1) and 4.04 (8); and to repeal and recreate FD 1.02 and 1.10, relating to applications, examinations, renewal of funeral director licenses, and approved continuing education.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 445.04, 445.045, and 445.06, Stats.

Statutory authority: ss. 15.08 (5) (b), 440.08 (3) (b), and 445.03 (2)(a), Stats.

Explanation of agency authority:

15.08 (5) (b), Stats. – Each examining board shall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.

440.08 (3) (b), Stats. - The department or the interested examining board or affiliated credentialing board, as appropriate, may promulgate rules requiring the holder of a credential who fails to renew the credential within 5 years after its renewal date to complete requirements in order to restore the credential, in addition to the applicable requirements for renewal established under chs. 440 to 480, that the department, examining board or affiliated credentialing board determines are necessary to protect the public health, safety or welfare. The rules may not require the holder to complete educational requirements or pass examinations that are more extensive than the educational or examination requirements that must be completed in order to obtain an initial credential from the department, the examining board or the affiliated credentialing board.

445.03 (2) (a), Stats. - The examining board may make and enforce rules not inconsistent with this chapter establishing professional and business ethics for the profession of funeral directors and for the general conduct of the business of funeral directing, and for the examination and licensing of funeral directors and the registration of apprentices.

Related statutes or rules:

Wisconsin funeral director licensing requirements are found in ch. 445, Stats., “Funeral Directors”, and administrative rules promulgated by the Funeral Directors Examining Board found in chs. FD 1 to 6. Chapter 440, Department of Safety and Professional Services, and chs. SPS 1 to 9 outline the Department of Safety and Professional Services’ administrative procedures for issuing licenses, including procedures for disciplinary actions against licensees.

Plain language analysis:

Section 1 amends s. FD 1.01, to clarify that, in addition to the statutory references currently included in the section, s. 440.08 (3)(b), Stats., also provides the statutory authority for the rule.

Section 2 repeals the provision outlining examination application procedures and replaces it with licensing application procedures and requirements. Wisconsin law prohibits credentialing boards from requiring a person to complete any postsecondary education before the person is eligible to take an examination for a credential. This revision allows an applicant to complete the licensure requirement in any order allowing the applicant to take an examination prior to the completion of the education requirements in compliance with s. 440.071, Stats.

Section 3 simplifies FD 1.03 (1) authorizing the board to establish the passing grade for licensure examinations.

Sections 4 and 5 repeals FD 1.06 (2) and 1.035, removing unnecessary and outdated provisions related to examination procedures.

Section 6 repeals FD 1.10 and recreates the section updating and clarifying renewal and reinstatement procedures to do the following:

- The rule continues to require a completed application and evidence that the licensee has completed the continuing education requirements specified in s. FD 4.03.
- The revision clarifies that if a person fails to renew a credential before an expiration date, the credential holder shall complete the renewal process and pay a late fee.
- The rule outlines a reapplication process for credential holders who have failed to renew a Wisconsin funeral director license for 5 or more years. All applicants under this subsection are required to submit an application, pay renewal and late fees, and pass the Wisconsin jurisprudence examination for funeral directors. Applicants who hold a valid funeral director license in good standing in another state are required to submit evidence of current licensure.

Applicants whose license has expired for more than 5 but less than 10 years and who do not hold an active license from another state are required to attest to completion of 30 hours of continuing education approved by the board. The continuing education must have been completed within 4 years of application and must include a minimum of 10 hours of in-person instruction.

Finally, applicants whose funeral directors licenses have expired 10 years or more and who do not hold an active license in another state are required to complete the National Board Examination within the 12 months prior to application, along with 30 hours of continuing education courses. Continuing education courses must have been completed within 4 years of application and include a minimum of 10 hours of in-person instruction.

- The rule outlines procedures for reinstating a license for a license holder who has unmet disciplinary requirements or whose credential has been surrendered or revoked.
- This revision repeals FD 1.10 (4) related to exemptions to renewal time limits for a license holders who is an active member of the U.S. armed forces. The provision was in conflict with s. 321.60, Stats., which governs extension of licenses for service members.

Section 7 amends FD 4.04 (8) to accept courses approved by the Academy of Professional Funeral Service Practice to meet continuing education requirements without requiring approval by the Funeral Directors Examining Board for these courses, streamlining the process for receiving continuing education credits from this organization.

Summary of, and comparison with, existing or proposed federal regulation:

Licensing requirements for funeral directors are established by state law. Federal regulations do not govern applications, renewal, or reinstatement procedures for funeral directors.

Comparison with rules in adjacent states:

Illinois: Illinois requires applicants for a funeral director license to submit an application form and fee, provide proof that the applicant has met educational requirements established for funeral directors, a certificate of health, proof that the applicant has passed the National Board Examination of the International Conference of Funeral Service Examining Boards, Inc., and proof of successful completion of an internship. Applicants are required to complete at least 30 semester (45 quarter) hours of college credit and graduation from an approved mortuary science program of at least 12 months.

Illinois allows licensees with licenses that have expired for less than five years to renew their license by submitting an application form, paying renewal and late fees, and providing proof of completion of CE requirements. Licenses that have expired for more than five years may be reinstated by paying renewal and restoration fees, providing proof of completion of continuing education hours for one prerenewal period, and one of the following: 1) sworn evidence of practice in another jurisdiction, 2) affidavit attesting to military service, or 3) evidence of other education or experience within the 5 years preceding restoration demonstrating the licensee's fitness and competence in funeral directing and embalming. This competence may be demonstrated through proof of successful completion of the National Board Examination or proof of 6 credit hours of mortuary science coursework in addition to the continuing education requirements.

Iowa: Iowa requires applicants for a funeral director license to submit an application form and fee, provide proof that the applicant has met educational requirements, proof that the applicant has passed the National Board Examination of the International Conference of Funeral Service Examining Boards, Inc., and proof of successful completion of an internship. Iowa requires completion of 60 semester hours of college credit and graduation from a mortuary science program approved by the American Board of Funeral Service Education.

Iowa licenses that have expired within 5 years of the expiration date may be renewed by submitting an application form, paying renewal and late fees, and providing proof of completion of continuing education requirements. A license that has been inactive for more than five years in Iowa may be reinstated after the licensee provides documentation of any license held in other jurisdictions in which the applicant has practiced while the Iowa license was inactive and verifies that he or she has completed 48 hours of continuing education courses, including verification of completion of a college course of one semester hour in Iowa mortuary science laws and rules.

Michigan: Michigan requires applicants for a funeral director license to submit an application form and fee, proof that the applicant has passed the mortuary science exam, and proof of successful completion of an internship. Applicants must also provide proof that they have met educational requirements, which includes 60 semester hours or 90 quarter hours of non-remedial courses at an accredited college and one academic year of instruction from a mortuary science program. Michigan contracts with PSI Services, LLC., to conduct the mortuary science examination.

Mortuary science licenses expire October 31st of every odd-numbered year. Any applicant who fails to renew their license within 60 day late renewal period must apply for relicensure. Michigan allows a license to be renewed within 3 years of the expiration date by submitting an application form, paying renewal and late fees and providing proof of completion of continuing education requirements. A person who seeks relicensure more than 3 years from his or her license expiration must meet current educational requirements for a new license and pass the current written examination on Michigan's law and rules related to funeral directors.

Minnesota: Minnesota requires applicants for a funeral director license to submit an application form and fee, proof that the applicant has passed the National Board Exam of the International Conference of Funeral Examining Boards and a state exam encompassing the laws and rules of Minnesota. The applicant must also provide proof of successful completion of an internship. Minnesota requires applicants to hold a bachelor of science degree with a major in mortuary science, a bachelor of science or arts degree with a separate course of study in mortuary science, or completed the equivalent educational requirements.

Licenses expire on December 31 of the calendar year in which the license was issued. Renewal applications received up to 31 days after the December 31 deadline must include a late filing penalty fee. A license lapses when a renewal application and renewal fees are not received within 31 calendar days after the expiration date. The commissioner issues a cease and desist order to prevent an individual with a lapsed license from practicing mortuary science. Minnesota allows a licensee to restore a lapsed license within one year after the license expiration date by submitting an application and paying a renewal and late fee, provided that the person has not

violated the cease and desist order. Licensees with licenses that have lapsed for more than a year must meet all requirements of an initial license to be relicensed.

Summary of factual data and analytical methodologies:

The Funeral Directors Examining Board reviewed existing regulations and updated provisions to ensure compliance with 2013 Wisconsin Act 114, which prohibits the department or credentialing boards from requiring applicants to complete any postsecondary education or other program before taking an examination for a credential before issuing the credential. The Board also proposed changes consistent with current industry practices to modernize application, licensing renewal, and acceptance of continuing education courses approved by the Academy of Professional Funeral Service Practice.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The department posted the rule for 14 days to solicit comments regarding the potential economic impact of the rule.

Fiscal Estimate and Economic Impact Analysis:

The economic impact analysis is attached.

Effect on small business:

These rules are not anticipated to have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Jeff.Weigand@wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Sandra Cleveland, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8935, Madison, Wisconsin 53708; telephone 608-266-0797; email at Sandy.Cleveland@wisconsin.gov.

TEXT OF RULE

SECTION 1. FD 1.01 is amended to read:

FD 1.01 This chapter is adopted pursuant to authority of ss. 15.08 (5) (b), 227.11, ~~440.08 (3) (b)~~, and 445.03, Stats., to clarify and establish licensure criteria for funeral directors and funeral establishments.

SECTION 2. FD 1.02 is repealed and recreated to read:

FD 1.02 Applications. An applicant for a funeral director's license shall submit all of the following:

- (1) A completed application.
- (2) Required fee under s. 440.03 (9) (a), Stats.
- (3) Evidence of completion of 2 academic years of instruction in a recognized college or university meeting the requirements of s. FD 1.04.
- (4) Evidence of completion of 9 months or more instruction in a prescribed course in mortuary science meeting the requirements of s. FD 1.05 after having completed 1 year of college work or equivalent education.
- (5) Evidence of completion of 1 year of apprenticeship under s. 445.095, Stats.
- (6) If the applicant has an arrest or conviction record, documentation necessary for the board to determine whether the circumstances substantially relate to the practice of funeral director, subject to ss. 111.321, 111.322 and 111.335, Stats.
- (7) Evidence of passage of the National Board Examination of the International Conference of Funeral Service Examining Boards.
- (8) Evidence of passage of the Wisconsin jurisprudence examination for funeral directors.

SECTION 3. FD 1.03(1) is amended to read:

(1) ~~To pass the initial~~ The passing grade on each licensure examination ~~each applicant~~ shall ~~receive a grade~~ be determined by the board to represent minimum competence to practice. ~~The board shall determine the passing grade after consultation with subject matter experts who have reviewed a representative sample of the examination questions and available candidate performance statistics, and shall set the passing grade for the examination at that point which represents minimum acceptable competence in the profession. The board may adopt the recommended passing score of the examination provider.~~

SECTION 4. FD 1.03(2) is repealed.

SECTION 5. FD 1.035 is repealed.

SECTION 6. FD 1.10 is repealed and recreated to read:

FD 1.10 License renewal and reinstatement procedures. (1) RENEWAL WITHIN 5 YEARS. A credential holder shall renew the license by paying the renewal fee specified in s. 440.08 (2), Stats., and attesting to completion of the continuing education required under s. FD 4.03. If the credential is not renewed before its expiration date, the credential holder shall pay a late renewal fee.

(2) RENEWAL AFTER 5 YEARS. A credential holder who has failed to renew a license within 5 years after the renewal date holds an expired license and may not reapply for the license using the initial application process. This subsection does not apply to license holders who have unmet disciplinary requirements or whose credentials have been surrendered or revoked. An applicant who holds an expired funeral director's license shall submit all of the following:

(a) A completed application.

(b) The renewal and late fees specified in s. 440.08 (2) and (3) (a), Stats.

(c) Evidence of passage of the Wisconsin jurisprudence examination for funeral directors.

(d) Evidence of one of the following:

1. Current licensure as a funeral director if the applicant holds an active license in good standing as a funeral director in another state.

2. If the applicant's funeral director's license has expired for more than 5 but less than 10 years and the applicant does not hold an active license in good standing as a funeral director in another state, attestation to the completion of 30 hours of continuing education approved by the board. The continuing education courses shall have been completed within the 4 years prior to application for licensure under this subsection and shall include a minimum of 10 hours of in-person instruction.

3. If the applicant's funeral director's license has expired for 10 years or more and the applicant does not hold an active license in good standing as a funeral director in another state, the applicant shall provide evidence of passage of the National Board Examination of the International Conference of Funeral Service Examining Boards within 12 months prior to application for a license under this subsection and attestation to the completion of 30 hours of continuing education approved by the board. The continuing education courses shall have been completed within the 4 years prior to application for licensure under this subsection and shall include a minimum of 10 hours of in-person instruction.

(3) REINSTATEMENT. A credential holder who has unmet disciplinary requirements and failed to renew the credential within 5 years or whose credential has been surrendered or revoked may apply to have the license reinstated in accordance with all of the following:

(a) Evidence of completion of the requirements in sub. (2) if the credential has not been active within the last 5 years.

(b) Evidence of completion of disciplinary requirements, if applicable.

(c) Evidence of rehabilitation or change in circumstances, warranting reinstatement of the credential.

SECTION 7. FD 4.04 (8) is amended to read:

FD 4.04 (8) A continuing education course sponsored by a national, international or state funeral director's association, or an educational institution accredited by the American Board of Funeral Service Education or approved by the Academy of Professional Funeral Service

Practice or otherwise deemed to be equivalent by the board, which satisfies the criteria established in sub. (1)(a) to (d) and s. FD 4.045, shall be approved by the board without receipt of a course approval application from the program provider.

SECTION 8. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____ Agency _____

Chairperson
Funeral Directors Examining Board

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

1. Type of Estimate and Analysis

Original Updated Corrected

2. Administrative Rule Chapter, Title and Number

FD 1, Licenses and Permits and FD 4, Continuing Education Requirements.

3. Subject

Applications, exams, renewal of funeral directors licenses and approved continuing education requirements

4. Fund Sources Affected

GPR FED PRO PRS SEG SEG-S

5. Chapter 20, Stats. Appropriations Affected

20.165 (1)(g)

6. Fiscal Effect of Implementing the Rule

No Fiscal Effect Increase Existing Revenues Increase Costs
 Indeterminate Decrease Existing Revenues Could Absorb Within Agency's Budget
 Decrease Cost

7. The Rule Will Impact the Following (Check All That Apply)

State's Economy Specific Businesses/Sectors
 Local Government Units Public Utility Rate Payers
 Small Businesses (if checked, complete Attachment A)

8. Would Implementation and Compliance Costs Be Greater Than \$20 million?

Yes No

9. Policy Problem Addressed by the Rule

This revision clarifies, simplifies, and aligns funeral director rules relating to applications, exams and renewals of funeral directors licenses with statutes. The rule was revised to incorporate changes from 2013 Wisconsin Act 114, which prohibits the department of safety and professional services or a credentialing board from requiring a person to complete any postsecondary education before the person is eligible to take an examination for a credential. The rule also removes obsolete provisions related to examination procedures. The rule updates and clarifies board procedures for renewal and reinstatement of funeral director licenses, including updating requirements for credential holders who have failed to renew a Wisconsin funeral director license for 5 or more years. Finally, the rule recognizes courses approved by the Academy of Professional Funeral Service Practice as meeting continuing education requirements so that program providers no longer need to request board approval for these courses.

10. Summary of the businesses, business sectors, associations representing business, local governmental units, and individuals that may be affected by the proposed rule that were contacted for comments.

Applicants for funeral director licenses and current funeral director licensees.

11. Identify the local governmental units that participated in the development of this EIA.

This rule does not impact local governmental units and no local governmental units participated in the development of this EIA.

12. Summary of Rule's Economic and Fiscal Impact on Specific Businesses, Business Sectors, Public Utility Rate Payers, Local Governmental Units and the State's Economy as a Whole (Include Implementation and Compliance Costs Expected to be Incurred)

This rule was posted for economic impact comments for 14 days and none were received.

13. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule

The revision modernizes, clarifies, and simplifies funeral director licensure requirements. The revision will ensure the rule is aligned with statutes. It allows applicants to complete licensure requirements in any order, including allowing an applicant to take an examination prior to the completion of education requirements, consistent with 2013 Wisconsin Act 114. It eliminates obsolete examination provisions and eliminates the need for program providers to seek board approval of continuing education courses approved by the Academy of Professional Funeral Service Practice.

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

Without this rule revision, Wisconsin's funeral director licensing regulations will not be in compliance with state law and will contain obsolete and confusing provisions regarding application, examination and license renewal and reinstatement requirements. Program providers will continue to have to seek approval from the board for continuing education courses approved by the Academy of Professional Funeral Service Practice.

14. Long Range Implications of Implementing the Rule

The rule clarifies and simplifies funeral director application, examination and licensing requirements, reducing potential confusion with the process and ensuring Wisconsin's funeral directors continue to meet professional standards.

15. Compare With Approaches Being Used by Federal Government

Federal regulations do not govern licensing procedures for funeral directors.

16. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)

Illinois: Illinois requires applicants for a funeral director license to submit an application form and fee, provide proof that the applicant has met educational requirements established for funeral directors, a certificate of health, proof that the applicant has passed the National Board Examination of the International Conference of Funeral Service Examining Boards, Inc., and proof of successful completion of an internship. Applicants are required to complete at least 30 semester (45 quarter) hours of college credit and graduation from an approved mortuary science program of at least 12 months.

Licenses that have expired for more than five years may be reinstated by paying renewal and restoration fees, providing proof of completion of continuing education hours for one pre-renewal period, and one of the following: 1) sworn evidence of practice in another jurisdiction, 2) affidavit attesting to military service, or 3) evidence of other education or experience within the 5 years preceding restoration demonstrating the licensee's fitness and competence in funeral directing and embalming. This competence may be demonstrated through proof of successful completion of the National Board Examination or proof of 6 credit hours of mortuary science coursework in addition to the continuing education requirements.

Iowa: Iowa requires applicants for a funeral director license to submit an application form and fee, provide proof that the applicant has met educational requirements, proof that the applicant has passed the National Board Examination of the International Conference of Funeral Service Examining Boards, Inc., and proof of successful completion of an internship. Iowa requires completion of 60 semester hours of college credit and graduation from a mortuary science program approved by the American Board of Funeral Service Education.

A license that has been inactive for more than five years in Iowa may be reinstated after the licensee provides documentation of any license held in other jurisdictions in which the applicant has practiced while the Iowa license was inactive and verifies that he or she has completed 48 hours of continuing education courses, including verification of completion of a college course of one semester hour in Iowa mortuary science laws and rules.

Michigan: Michigan requires applicants for a funeral director license to submit an application form and fee, proof that the applicant has passed the mortuary science exam, and proof of successful completion of an internship. Applicants must also provide proof that they have met educational requirements, which includes 60 semester hours or 90 quarter hours of non-remedial courses at an accredited college and one academic year of instruction from a mortuary science program. Michigan contracts with PSI Services, LLC, to conduct the mortuary science examination.

Mortuary science licenses expire October 31st of every odd-numbered year. Any applicant who fails to renew their license within 60 day late renewal period must apply for re-licensure. Michigan allows a license to be renewed within 3

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

years of the expiration date by submitting an application form, paying renewal and late fees and providing proof of completion of continuing education requirements. A person who seeks re-licensure more than 3 years from his or her license expiration must meet current educational requirements for a new license and pass the current written examination on Michigan's law and rules related to funeral directors.

Minnesota: Minnesota requires applicants for a funeral director license to submit an application form and fee, proof that the applicant has passed the National Board Exam of the International Conference of Funeral Examining Boards and a state exam encompassing the laws and rules of Minnesota. The applicant must also provide proof of successful completion of an internship. Minnesota requires applicants to hold a bachelor of science degree with a major in mortuary science, a bachelor of science or arts degree with a separate course of study in mortuary science, or completed equivalent educational requirements.

Licenses expire on December 31 of the calendar year in which the license was issued. Renewal applications received up to 31 days after the December 31 deadline must include a late filing penalty fee. A license lapses when a renewal application and renewal fees are not received within 31 calendar days after the expiration date. The commissioner issues a cease and desist order to prevent an individual with a lapsed license from practicing mortuary science. Minnesota allows a licensee to restore a lapsed license within one year after the license expiration date by submitting an application and paying a renewal and late fee, provided that the person has not violated the cease and desist order. Licensees with licenses that have lapsed for more than a year must meet all requirements of an initial license to be relicensed.

17. Contact Name

Sandra Cleveland

18. Contact Phone Number

(608) 266-0797

This document can be made available in alternate formats to individuals with disabilities upon request.

ADMINISTRATIVE RULES
Fiscal Estimate & Economic Impact Analysis

ATTACHMENT A

1. Summary of Rule's Economic and Fiscal Impact on Small Businesses (Separately for each Small Business Sector, Include Implementation and Compliance Costs Expected to be Incurred)

2. Summary of the data sources used to measure the Rule's impact on Small Businesses

3. Did the agency consider the following methods to reduce the impact of the Rule on Small Businesses?

- Less Stringent Compliance or Reporting Requirements
 - Less Stringent Schedules or Deadlines for Compliance or Reporting
 - Consolidation or Simplification of Reporting Requirements
 - Establishment of performance standards in lieu of Design or Operational Standards
 - Exemption of Small Businesses from some or all requirements
 - Other, describe:
-

4. Describe the methods incorporated into the Rule that will reduce its impact on Small Businesses

5. Describe the Rule's Enforcement Provisions

6. Did the Agency prepare a Cost Benefit Analysis (if Yes, attach to form)

- Yes No
-

STATE OF WISCONSIN
FUNERAL DIRECTORS EXAMINING BOARD

IN THE MATTER OF RULE-MAKING	:	ORDER OF THE
PROCEEDINGS BEFORE THE	:	FUNERAL DIRECTORS EXAMINING
FUNERAL DIRECTORS EXAMINING	:	BOARD ADOPTING RULES
BOARD	:	CR 16-010

ORDER

An order of the Funeral Directors Examining Board to repeal FD 5 and to create FD 1.12 and 1.12 (Note), relating to reciprocity requirements for funeral directors.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 445.04, 445.045, and 445.08, Stats.

Statutory authority: ss. 15.08 (5) (b), 445.03 (2) (a), and 445.08, Stats.

Explanation of agency authority:

15.08(5) (b), Stats.- Each examining board shall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.

445.03 (2) (a), Stats. - The examining board may make and enforce rules not inconsistent with this chapter establishing professional and business ethics for the profession of funeral directors and for the general conduct of the business of funeral directing, and for the examination and licensing of funeral directors and the registration of apprentices.

Related statutes or rules:

Wisconsin funeral director licensing requirements are found in ch. 445, Stats., “Funeral Directors”, and administrative rules promulgated by the Funeral Directors Examining Board found in chs. FD 1 to 6. Chapter 440, Stats., and chs. SPS 1 to 9 outline the Department of Safety and Professional Services’ administrative procedures for issuing licenses, including procedures for disciplinary actions against licensees.

Plain language analysis:

Section 1 streamlines and clarifies licensing requirements for applicants who currently hold an active funeral director’s license in good standing in another jurisdiction. The revision aligns the

requirements with statutory requirements found in s. 445.08, Stats., “Reciprocity in issuance of licenses.” The revision consolidates reciprocity requirements with other licensing information found in FD 1, improving ease of access to licensing information.

Section 2 creates a note describing which application forms an applicant for licensure under reciprocity must complete and how applicants may obtain the application forms.

Section 3 repeals FD 5, since the rule revision transfers all reciprocity requirements to FD 1.

Summary of, and comparison with, existing or proposed federal regulation:

Federal regulations do not govern reciprocity requirements for funeral directors.

Comparison with rules in adjacent states:

Illinois: Applicants who are licensed as a funeral director and embalmer in another jurisdiction and who wish to apply for an Illinois license must submit official transcripts demonstrating that they meet Illinois’ educational requirements for funeral directors, an affidavit stating that the applicant has been actively engaged in practice as a funeral director for at least 1 year, certification by the state or territory of original and current licensure stating the time which the applicant was licensed in that jurisdiction, any record of disciplinary actions taken or pending, a brief description of examinations completed and the applicant’s grades, and a statement that the state of licensure grants reciprocity to funeral directors and embalmers licensed in Illinois. The Division examines each reciprocity application to determine whether the license held by the applicant is from a jurisdiction substantially equivalent to Illinois’ requirements.

Iowa: Applicants who have been licensed as a funeral director under the laws of another jurisdiction may apply for licensure by endorsement with the Iowa board office by submitting an application and licensure fee and providing evidence of meeting licensure requirements similar to those required in Iowa. Applicants are required to provide official academic transcripts showing training in mortuary science, completion of general education requirements, and evidence of completion of at least one semester hour or equivalent in current Iowa law and rules covering mortuary science, cremation, vital statistics, cemeteries, and preneed. The applicant must provide verification of licenses from every jurisdiction in which the applicant has been licensed.

Michigan: Michigan issues a mortuary science license to individuals who hold a valid license in another state if the state has substantially equivalent requirements to Michigan’s requirements. Applicants must file the following with the department: An application to practice in the state, a certified statement from the examining board of the state in which the applicant holds a license that shows the basis on which the license was granted, and a statement as to whether that board has suspended, revoked, or limited that license. Michigan also requires proof that the applicant has passed the exam on Michigan’s law relating to the practice of mortuary science.

Minnesota: Minnesota may issue a license to practice mortuary science to a person who holds a current license or other credential from another jurisdiction if the commissioner determines the requirements for that license or other credential are substantially similar to Minnesota’s mortuary science practice requirements. A person seeking a reciprocal licensing must pass the Minnesota state licensing examination and submit a completed application form, proof of age, an official transcript from each post high school educational institution attended, certification of passing scores on the National Board Examination and on the state licensing examination.

Summary of factual data and analytical methodologies:

The Funeral Directors Examining Board reviewed existing regulations and updated provisions to ensure compliance with statutes governing reciprocity.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The department posted the rule for 14 days to solicit economic impact comments.

Fiscal Estimate and Economic Impact Analysis:

The economic impact analysis is attached.

Effect on small business:

These proposed rules are not anticipated to have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department’s Regulatory Review Coordinator may be contacted by email at Jeff.Weigand@wisconsin.gov, or by calling (608) 267-2435.

Agency contact person:

Sandra Cleveland, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8935, Madison, Wisconsin 53708; telephone 608-266-0797; email at Sandy.Cleveland@wisconsin.gov.

TEXT OF RULE

SECTION 1. FD 1.12 is created to read:

FD 1.12 Reciprocity. A person licensed as a funeral director in another state may obtain a license under this chapter if the applicant holds a valid funeral director’s license in good standing from another state having requirements determined by the board to be substantially equivalent to

the requirements prescribed in s. 445.045, Stats., and this chapter. An applicant for a license under this chapter shall submit all of the following:

- (1) A completed application for licensure.
- (2) The fee specified under s. 440.5 (2), Stats.
- (3) If the applicant has an arrest or conviction record, documentation necessary for the board to determine whether the circumstances substantially relate to the practice of funeral director, subject to ss. 111.321, 111.322 and 111.335, Stats.
- (4) Verification of a valid license in good standing from any state of licensure.
- (5) Evidence of passage of the Wisconsin jurisprudence examination for funeral directors.

SECTION 2. FD 1.12 (Note) is created to read:

Note: Applicants must complete the “Application for Funeral Director Credential” to apply for a license and the “Application for Examination” to take the Wisconsin jurisprudence examination for funeral directors. Application forms are available at <http://dsps.wi.gov/Licenses-Permits/FuneralDirector/FDIRforms>.

SECTION 3. FD 5 is repealed.

SECTION 4. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

Dated _____

Agency _____
Chairperson
Funeral Directors Examining Board

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

1. Type of Estimate and Analysis

Original Updated Corrected

2. Administrative Rule Chapter, Title and Number

FD 5, Reciprocity

3. Subject

Licensure by reciprocity for funeral directors

4. Fund Sources Affected

GPR FED PRO PRS SEG SEG-S

5. Chapter 20, Stats. Appropriations Affected

20.165 (1)(g)

6. Fiscal Effect of Implementing the Rule

No Fiscal Effect Increase Existing Revenues Increase Costs
 Indeterminate Decrease Existing Revenues Could Absorb Within Agency's Budget
 Decrease Cost

7. The Rule Will Impact the Following (Check All That Apply)

State's Economy Specific Businesses/Sectors
 Local Government Units Public Utility Rate Payers
 Small Businesses (if checked, complete Attachment A)

8. Would Implementation and Compliance Costs Be Greater Than \$20 million?

Yes No

9. Policy Problem Addressed by the Rule

FD 5 has not been revised since the 1990's. This rule updates, streamlines and clarifies licensing requirements for applicants who currently hold an active funeral director's license in good standing in another jurisdiction. The revision aligns the rule with statutory requirements found in s. 445.08, Stats., "Reciprocity in issuance of licenses." Finally, the rule consolidates reciprocity requirements with other licensing information found in FD 1, "Licenses and Permits".

10. Summary of the businesses, business sectors, associations representing business, local governmental units, and individuals that may be affected by the proposed rule that were contacted for comments.

Applicants applying for licensure by reciprocity.

11. Identify the local governmental units that participated in the development of this EIA.

None.

12. Summary of Rule's Economic and Fiscal Impact on Specific Businesses, Business Sectors, Public Utility Rate Payers, Local Governmental Units and the State's Economy as a Whole (Include Implementation and Compliance Costs Expected to be Incurred)

The rule was posted for economic impact comments for 14 days and none were received.

13. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule

The revision streamlines and clarifies licensing requirements for applicants who currently hold an active funeral director's license in another jurisdiction. It brings the rule into alignment with s. 445.08, Stats., relating to reciprocity in the issuance of funeral director licenses. The rule consolidates reciprocity requirements with other licensing information, improving ease of access to licensing information for funeral directors.

14. Long Range Implications of Implementing the Rule

The rule clarifies and simplifies funeral director licensure by reciprocity requirements, reducing potential confusion with the process and ensuring funeral directors applying for licensure by reciprocity in Wisconsin meet Wisconsin's professional standards.

15. Compare With Approaches Being Used by Federal Government

Federal regulations do not govern licensing procedures for funeral directors.

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

16. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)

Illinois: Applicants who are licensed as a funeral director and embalmer in another jurisdiction and who wish to apply for an Illinois license must submit official transcripts demonstrating that they meet Illinois' educational requirements for funeral directors, an affidavit stating that the applicant has been actively engaged in practice as a funeral director for at least 1 year, certification by the state or territory of original and current licensure stating the time which the applicant was licensed in that jurisdiction, any record of disciplinary actions taken or pending, a brief description of examinations completed and the applicant's grades, and a statement that the state of licensure grants reciprocity to funeral directors and embalmers licensed in Illinois. The Division examines each reciprocity application to determine whether the license held by the applicant is from a jurisdiction substantially equivalent to Illinois' requirements.

Iowa: Applicants who have been licensed as a funeral director under the laws of another jurisdiction may apply for licensure by endorsement with the Iowa board office by submitting an application and licensure fee and providing evidence of meeting licensure requirements similar to those required in Iowa. Applicants are required to provide official academic transcripts showing training in mortuary science, completion of general education requirements, and evidence of completion of at least one semester hour or equivalent in current Iowa law and rules covering mortuary science, cremation, vital statistics, cemeteries, and preneed. The applicant must provide verification of licenses from every jurisdiction in which the applicant has been licensed.

Michigan: Michigan issues a mortuary science license to individuals who hold a valid license in another state if the state has substantially equivalent requirements to Michigan's requirements. Applicants must file the following with the department: An application to practice in the state, a certified statement from the examining board of the state in which the applicant holds a license that shows the basis on which the license was granted, and a statement as to whether that board has suspended, revoked, or limited that license. Michigan also requires proof that the applicant has passed the exam on Michigan's law relating to the practice of mortuary science.

Minnesota: Minnesota may issue a license to practice mortuary science to a person who holds a current license or other credential from another jurisdiction if the commissioner determines the requirements for that license or other credential are substantially similar to Minnesota's mortuary science practice requirements. A person seeking reciprocal licensing must pass the Minnesota state licensing examination and submit a completed application form, proof of age, an official transcript from each post high school educational institution attended, certification of passing scores on the National Board Examination and on the state licensing examination.

17. Contact Name
Sandra Cleveland

18. Contact Phone Number
(608) 266-0797

This document can be made available in alternate formats to individuals with disabilities upon request.

ADMINISTRATIVE RULES
Fiscal Estimate & Economic Impact Analysis

ATTACHMENT A

1. Summary of Rule's Economic and Fiscal Impact on Small Businesses (Separately for each Small Business Sector, Include Implementation and Compliance Costs Expected to be Incurred)

2. Summary of the data sources used to measure the Rule's impact on Small Businesses

3. Did the agency consider the following methods to reduce the impact of the Rule on Small Businesses?

- Less Stringent Compliance or Reporting Requirements
- Less Stringent Schedules or Deadlines for Compliance or Reporting
- Consolidation or Simplification of Reporting Requirements
- Establishment of performance standards in lieu of Design or Operational Standards
- Exemption of Small Businesses from some or all requirements
- Other, describe:

4. Describe the methods incorporated into the Rule that will reduce its impact on Small Businesses

5. Describe the Rule's Enforcement Provisions

6. Did the Agency prepare a Cost Benefit Analysis (if Yes, attach to form)

- Yes No
-

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dan Williams		2) Date When Request Submitted: Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Wisconsin Funeral Directors Examining Board			
4) Meeting Date: August 2, 2016	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Expired list - Discussion and Consideration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Motion from May 24, 2016 meeting: 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.			

FULL_NAME	CITY_NAME	LICENSE_N	CRED_1	PROFESSION	NAM	GRANTED DATE	EXPIRE DATE
Sellevoid, Charles, D	DAVENPORT	4884	77	Funeral Director		3/23/1971	12/14/2015
Kastner, Brian, B	AGAWAM	5177	77	Funeral Director		5/7/1996	12/14/2015
Elsmore, Stephen, J	DULUTH	5215	77	Funeral Director		2/18/1997	12/14/2015
Hansen, Brian, C	Janesville	4513	77	Funeral Director		3/3/1980	12/14/2015
Laudicina, Joseph, A	Rockford	5263	77	Funeral Director		2/20/1998	12/14/2015
Hutchison, Paul, R	Forest Lake	5659	77	Funeral Director		12/11/2006	12/14/2015
Hutchison, Susan, M	Forest Lake	5660	77	Funeral Director		12/11/2006	12/14/2015
Seymer, Mark, D	KAUKAUNA	4502	77	Funeral Director		9/10/1979	12/14/2015
Jacobs, Michael, E	Iron River	4825	77	Funeral Director		1/4/1989	12/14/2015
Paleka, Kurk, P	Lake Villa	5082	77	Funeral Director		2/25/1994	12/14/2015
Cinaglio, Alexis, M	St Paul	5621	77	Funeral Director		7/11/2006	12/14/2015
OWENS, RICHARD, H	WINTER PARK	5815	77	Funeral Director		10/20/2010	12/14/2015
Hanson, James, R	Viroqua	4029	77	Funeral Director		2/11/1974	12/14/2015
Schroeder, Russell, W	Shawano	4300	77	Funeral Director		1/18/1978	12/14/2015
FORSYTH, ADAM, J	VIROQUA	5771	77	Funeral Director		7/17/2009	12/14/2015
Rhiel, William, J	Durand	4545	77	Funeral Director		2/4/1981	12/14/2015
ZICKERT, AMY, Jo	GREEN BAY	5103	77	Funeral Director		9/1/1994	12/14/2015
Harder, Dean, K	Brookfield	3909	77	Funeral Director		9/15/1970	12/14/2015
Herda, David, B	Brookfield	3964	77	Funeral Director		10/16/1972	12/14/2015
Wooldridge, Jeffrey, T	Brookfield	5566	77	Funeral Director		1/10/2005	12/14/2015
Lyndahl, Dale, L	Green Bay	3602	77	Funeral Director		8/15/1961	12/14/2015
Torgerson, Charles, E	Blk River Fls	3978	77	Funeral Director		3/16/1973	12/14/2015
Smith, James, M	Kenosha	4852	77	Funeral Director		8/9/1989	12/14/2015
Wallis, Barry, W	Eagle River	5048	77	Funeral Director		6/8/1993	12/14/2015
Wahlberg, Gordon, L	Washburn	4467	77	Funeral Director		7/2/1979	12/14/2015
Plain, Lincoln, M	Prescott	5180	77	Funeral Director		5/7/1996	12/14/2015
Garrity, Daniel, B	Prairie Du Chien	3135	77	Funeral Director		8/19/1975	12/14/2015
Moore, Michele, M	Bangor	5203	77	Funeral Director		10/31/1996	12/14/2015
Turner, Lori, R	La Crosse	5514	77	Funeral Director		4/29/2003	12/14/2015
Mitchell, Steven, R	Wonewoc	5537	77	Funeral Director		5/14/2004	12/14/2015
Brockman, JoAnn	South Milwaukee	4900	77	Funeral Director		6/29/1990	12/14/2015
Dobberfuhl, Philip, B	Wauwatosa	4305	77	Funeral Director		3/3/1978	12/14/2015
Bartel, Charles, H	Sheboygan	4849	77	Funeral Director		8/9/1989	12/14/2015
Schinderle, William, J	Algoma	3328	77	Funeral Director		7/6/1953	12/14/2015
Zastrow, Neil, R	Cecil	4195	77	Funeral Director		9/29/1975	12/14/2015
Furlong, James, T	Shullsburg	4807	77	Funeral Director		8/1/1960	12/14/2015

Wendt, Robert, C	Bonduel	3655	77	Funeral Director	8/10/1962	12/14/2015
Gesche, Lowell, R	Neillsville	3680	77	Funeral Director	9/1/1963	12/14/2015
FOX, LINDSEY, R	WAUSAU	5748	77	Funeral Director	1/16/2009	12/14/2015
Thompson, Theodore, B	Poy Sippi	4185	77	Funeral Director	7/15/1975	12/14/2015
Steel, David, G	Barron	5106	77	Funeral Director	10/3/1994	12/14/2015
Krause, Bradley, W	Milwaukee	4766	77	Funeral Director	6/25/1987	12/14/2015
Picha, Emil	Hillsboro	3460	77	Funeral Director	7/15/1957	12/14/2015
Gorgen, Gregory, W	Mineral Point	3585	77	Funeral Director	6/1/1961	12/14/2015
Picha, Donald, H	PORTAGE	4653	77	Funeral Director	8/2/1984	12/14/2015
Unbehau, Rick, D	Richland Center	3920	77	Funeral Director	3/17/1971	12/14/2015
Cress, W, Robert	Madison	3035	77	Funeral Director	7/20/1948	12/14/2015
Kleppe, Floyd, H	Madison	3113	77	Funeral Director	1/1/1950	12/14/2015
Ferrell, Angela, F	MILWAUKEE	5786	77	Funeral Director	11/16/2009	12/14/2015
Nitaridy, Russell, P	Cambridge	3583	77	Funeral Director	3/15/1961	12/14/2015
Krause, John, L	New Berlin	4770	77	Funeral Director	8/24/1987	12/14/2015
Steele, Jerome, C	Sparta	4556	77	Funeral Director	7/6/1981	12/14/2015
Becker, Donald, K	Brookfield	4597	77	Funeral Director	11/1/1982	12/14/2015
Schutte, James, K	MILWAUKEE	4829	77	Funeral Director	1/4/1989	12/14/2015
Horan, Edwin, S	Chippewa Falls	3684	77	Funeral Director	1/8/1964	12/14/2015
Moran, Phillip, A	Delavan	4745	77	Funeral Director	9/8/1986	12/14/2015
Chaffee, Bryant, W	Brookfield	4248	77	Funeral Director	7/26/1976	12/14/2015
Paulsen, Sarah, J	Hudson	5580	77	Funeral Director	6/29/2005	12/14/2015
Persinger, Russell, B	Brookfield	5599	77	Funeral Director	11/11/2005	12/14/2015
Black, Steven, J	MILWAUKEE	5122	77	Funeral Director	1/26/1995	12/14/2015
Lamping, Richard, F	Milwaukee	3599	77	Funeral Director	8/15/1961	12/14/2015
Schuessler, Steve, G	Wausau	5360	77	Funeral Director	1/5/2000	12/14/2015
Blumenberg, Brian, L	Oconomowoc	5571	77	Funeral Director	2/4/2005	12/14/2015
Huehns, Wayne, L	Sturgeon Bay	3553	77	Funeral Director	8/1/1960	12/14/2015
Dupor, James, D	Madison	4735	77	Funeral Director	8/7/1986	12/14/2015
Patterson, Gerald, B	New London	3678	77	Funeral Director	8/1/1963	12/14/2015
Schutz, Michael, W	Black Earth	3954	77	Funeral Director	8/11/1972	12/14/2015
Roseberry, Jon, A	Friendship	3777	77	Funeral Director	2/3/1967	12/14/2015
Modjeski, Michael, R	MILWAUKEE	4204	77	Funeral Director	11/3/1975	12/14/2015
Kendall, Brian, R	Boscobel	4656	77	Funeral Director	8/8/1984	12/14/2015
Konrad, Paul, G	Oshkosh	4524	77	Funeral Director	6/26/1980	12/14/2015
Mcdonald, Andrew, J	Waukesha	5268	77	Funeral Director	3/11/1998	12/14/2015
Person, Stephen, J	Walworth	5627	77	Funeral Director	8/24/2006	12/14/2015

FLAGG, MARTY, N	DE LAVAN	5828	77	Funeral Director	1/6/2011	12/14/2015
ODDEN, KRISTEN, K	RED WING	5886	77	Funeral Director	6/27/2012	12/14/2015
Ethridge, Ingrid, E	Rockvale	5653	77	Funeral Director	11/14/2006	12/14/2015
Mahn, John, J	COLFAX	4737	77	Funeral Director	8/7/1986	12/14/2015
WEISSGERBER, CARYN, M	SHEBOYGAN	5905	77	Funeral Director	11/16/2012	12/14/2015
Harris, James, E	Lewistown	5361	77	Funeral Director	1/5/2000	12/14/2015
Anderson, Heidi, A	Mequon	5310	77	Funeral Director	2/18/1999	12/14/2015
Garrrott, William, T	DUBUQUE	5957	77	Funeral Director	9/24/2013	12/14/2015
Olsen, James, E	FRIENDSHIP	4688	77	Funeral Director	7/31/1985	12/14/2015
Hobbs, David, E	NEENAH	5235	77	Funeral Director	8/14/1997	12/14/2015
Buswell, Charles, T	VIROQUA	3810	77	Funeral Director	12/27/1967	12/14/2015
CARROLL, MICHAEL, T	FOX LAKE	5937	77	Funeral Director	6/21/2013	12/14/2015
Laplante, Mark, A	Green Bay	5654	77	Funeral Director	11/28/2006	12/14/2015
Bouche, Brent, R	Sheboygan	5680	77	Funeral Director	5/16/2007	12/14/2015
Cobbjn, Cornelius, L	Detroit	4805	77	Funeral Director	7/25/1988	12/14/2015
Vollert, Irvin, C	Wisconsin Rapids	3775	77	Funeral Director	9/30/1966	12/14/2015
Peterson, Michael, J	Appleton	4684	77	Funeral Director	6/7/1985	12/14/2015
Jasper, Joyce, M	Milwaukee	4268	77	Funeral Director	4/19/1977	12/14/2015
Nikolaus, Courtney, A	Hales Corners	5798	77	Funeral Director	2/25/2010	12/14/2015
Higgins, John, J	Wisc Rapids	4004	77	Funeral Director	10/2/1973	12/14/2015
Gray, Michael, C	FERGUS FALLS	4903	77	Funeral Director	7/27/1990	12/14/2015
Schneider, Jason, R	Plymouth	5485	77	Funeral Director	8/6/2002	12/14/2015
Clark, Joseph, M	SHAWANO	5468	77	Funeral Director	2/12/2002	12/14/2015
Almendinger, John, C	Northfield	5593	77	Funeral Director	10/25/2005	12/14/2015
Wozney, Robert, L	Arcadia	4293	77	Funeral Director	10/20/1977	12/14/2015
SCHRAUFNAGEL, MIKE, T	West Bend	5825	77	Funeral Director	12/2/2010	12/14/2015
Meeker, Michael, L	Princeton	5282	77	Funeral Director	8/19/1998	12/14/2015
HIGH, AMANDA, G	MADISON	5932	77	Funeral Director	6/17/2013	12/14/2015
REULAND, CHAD, R	Lake Forest	5939	77	Funeral Director	7/31/2013	12/14/2015
ORZECZOWSKI, PHILIP, C	ST CLOUD	5920	77	Funeral Director	1/17/2013	12/14/2015
De Terville, William, E	Green Bay	5322	77	Funeral Director	5/14/1999	12/14/2015
Graf, Hans, C	Sheboygan	5564	77	Funeral Director	12/1/2004	12/14/2015
DOMEI ER, AMANDA, K	STILLWATER	5943	77	Funeral Director	8/9/2013	12/14/2015
Reinbold, David, R.	Sheboygan	3679	77	Funeral Director	8/20/1963	12/14/2015
Mietzner, MARA, A	Wells	5800	77	Funeral Director	4/9/2010	12/14/2015
Brunner, Christine, R	West Bend	5676	77	Funeral Director	5/4/2007	12/14/2015
Eberhardt, Craig	EAU CLAIRE	4944	77	Funeral Director	7/22/1991	12/14/2015

Booker, Bernice	MILWAUKEE	5931	77	Funeral Director	4/23/2013	12/14/2015
JOHNSON, TIMOTHY, D	River Falls	5977	77	Funeral Director	1/22/2014	12/14/2015
RENNBERG, LANCE, M	GOODVIEW	5996	77	Funeral Director	8/12/2014	12/14/2015
RUIZ, REBECCA, N	WEST BEND	5998	77	Funeral Director	9/2/2014	12/14/2015
PELTIER, DENISE, L	Cudahy	5466	77	Funeral Director	1/29/2002	12/14/2015
FOX, TRENT	MONROE	6029	77	Funeral Director	6/10/2015	12/14/2015
Lohrentz, Keith, A	Green Bay	5114	77	Funeral Director	11/28/1994	12/14/2015
Campbell, Bruce, W	NEW PORT RICHEY	4481	77	Funeral Director	7/2/1979	12/14/2015
Stevens, Peter, J	West Milwaukee	5644	77	Funeral Director	10/26/2006	12/14/2015
SMITH, MICHAEL, W	Jenison	5869	77	Funeral Director	12/15/2011	12/14/2015
Hansen Funeral Home	Janesville	1619	78	Funeral Establishn	2/20/1979	5/31/2015
Janssen-Molenda Family Fnl Hm	Milwaukee	2024	78	Funeral Establishn	12/6/1994	5/31/2015
Taylor Funeral Home	Spooner	2504	78	Funeral Establishn	8/23/2007	5/31/2015
Schramka-Nero Funeral Home	Cudahy	2187	78	Funeral Establishn	6/10/1998	5/31/2015
Molthen Bell & Son Funeral Home	South Milwaukee	2172	78	Funeral Establishn	2/19/1998	5/31/2015
Fox Cities Funeral & Cremation Services	Oshkosh	2467	78	Funeral Establishn	5/31/2006	5/31/2015
Schramka-Rembowski Funeral Home	St Francis	2189	78	Funeral Establishn	6/10/1998	5/31/2015
SMITH-VANGEN FNL HOME CREMATORY & MONUMENTS	RIO	2537	78	Funeral Establishn	5/26/2009	5/31/2015
Arlene E Wilson Funeral & Cremation Service Llc	Milwaukee	2476	78	Funeral Establishn	10/3/2006	5/31/2015
Banks Funeral Home	Milwaukee	2111	78	Funeral Establishn	5/22/1997	5/31/2015
Hare Funeral Home	New Lisbon	1018	78	Funeral Establishn	7/26/1955	5/31/2015
HANSEN-GRAVITT FUNERAL HOME	BELOIT	2586	78	Funeral Establishn	11/18/2011	5/31/2015
Brown Funeral Home	Solon Springs	2459	78	Funeral Establishn	2/15/2006	5/31/2015
NEPTUNE SOCIETY	WAUKESHA	2591	78	Funeral Establishn	2/27/2012	5/31/2015
SUNSET OPTIONS FUNERAL & CREMATION SERVICES	RACINE	2605	78	Funeral Establishn	9/17/2012	5/31/2015
Schneider Apfel Schneider & Schneider Funeral Home	Janesville	2389	78	Funeral Establishn	2/6/2004	5/31/2015
Martens-Laemmrlich Funeral Home	Menasha	2431	78	Funeral Establishn	3/21/2005	5/31/2015
Murray Funeral Home	Beaver Dam	2382	78	Funeral Establishn	7/31/2003	5/31/2015
Murray Funeral Home	Horicon	2387	78	Funeral Establishn	1/15/2004	5/31/2015
Murray Funeral Home	Reeseville	2386	78	Funeral Establishn	1/15/2004	5/31/2015
Anderson-Nathan-Koerpel Funeral Home	Hayward	2455	78	Funeral Establishn	2/15/2006	5/31/2015
Miller Funeral Home Inc	Kewaskum	1969	78	Funeral Establishn	7/27/1993	5/31/2015
Wieting Fam Funeral Home Inc	Chilton	2040	78	Funeral Establishn	5/25/1995	5/31/2015
Gorgen-Mcginley & Ayers Fnl Hm	Dodgeville	2352	78	Funeral Establishn	9/11/2002	5/31/2015
Thompson Funeral Home	Wonewoc	1035	78	Funeral Establishn	1/31/1956	5/31/2015
Schramka-Borgwardt Funeral and Cremation Services	Hales Corners	1289	78	Funeral Establishn	11/15/1966	5/31/2015
Schramka Funeral Home	Milwaukee	2469	78	Funeral Establishn	6/19/2006	5/31/2015

Rowe Funeral & Cremation Services	Luck	2490	78 Funeral Establishm	4/26/2007	5/31/2015
KIETZER-MILLER FUNERAL HOME	LOMIRA	2529	78 Funeral Establishm	1/21/2009	5/31/2015
Koepsell Funeral Home Inc	Beaver Dam	1981	78 Funeral Establishm	9/21/1993	5/31/2015
Kratz-Smedema Funeral Home	Fox Lake	1589	78 Funeral Establishm	3/16/1978	5/31/2015
Kratz-Smedema Funeral Home	Cambria	1670	78 Funeral Establishm	7/2/1980	5/31/2015
Ballhorn Chapels	Sheboygan	2432	78 Funeral Establishm	3/21/2005	5/31/2015
THY KINGDOM COME FUNERAL SERVICES INC	MILWAUKEE	2547	78 Funeral Establishm	12/17/2009	5/31/2015
Schramka-Borgwardt Funeral and Cremation Services	West Allis	2058	78 Funeral Establishm	9/21/1995	5/31/2015
Schramka-Herrick Funeral Home	Menomonee Falls	2471	78 Funeral Establishm	6/19/2006	5/31/2015
Pfothenhauer Funeral Home East	Green Bay	2122	78 Funeral Establishm	6/25/1997	5/31/2015
Downs Lesage Funeral Hm	Superior	1770	78 Funeral Establishm	2/19/1986	5/31/2015
Gorgen Funeral Home	Mineral Point	829	78 Funeral Establishm	10/9/1947	5/31/2015
Schrivver Funeral Chapel	Bloomer	2201	78 Funeral Establishm	9/15/1998	5/31/2015
Soman-Larson Funeral Home	Montfort	2493	78 Funeral Establishm	5/16/2007	5/31/2015
Edling-Taylor Funeral Home	Grantsburg	2340	78 Funeral Establishm	2/19/2002	5/31/2015
LEGACY CHAPEL	GREEN BAY	2511	78 Funeral Establishm	11/27/2007	5/31/2015
Patton Funeral Service	Milwaukee	2348	78 Funeral Establishm	6/28/2002	5/31/2015
Leikness & Stahl Funeral Home	Plainfield	2367	78 Funeral Establishm	4/30/2003	5/31/2015
WEBER-HILL FUNERAL HOME	WABENO	2533	78 Funeral Establishm	3/11/2009	5/31/2015
W/eding Funeral Home Inc	Reedsville	1916	78 Funeral Establishm	9/30/1991	5/31/2015
Crandall Funeral Home	Mauston	1153	78 Funeral Establishm	7/16/1961	5/31/2015
Schmidt & Bartelt-Van Valin	Mukwonago	2075	78 Funeral Establishm	1/26/1996	5/31/2015
Schramka-Densow Funeral Home	Thiensville	2470	78 Funeral Establishm	6/19/2006	5/31/2015
Anderson Funeral Home	Augusta	1849	78 Funeral Establishm	7/18/1989	5/31/2015
Cesarz Charapata & Zinnecker Fh	Waukesha	1339	78 Funeral Establishm	9/20/1968	5/31/2015
Verkuilen Funeral Home	Little Chute	2294	78 Funeral Establishm	8/25/2000	5/31/2015
Torgerson Funeral Service	Bik River Fls	1254	78 Funeral Establishm	11/15/1965	5/31/2015
KOEFSELL-MURRAY FUNERAL & CREMATION SERVICES	BEAVER DAM	2632	78 Funeral Establishm	3/28/2014	5/31/2015
Monroe Funeral Home	Delavan	2128	78 Funeral Establishm	7/25/1997	5/31/2015
Hildebrand-Russ Funeral Home	Rhinelande	2457	78 Funeral Establishm	2/15/2006	5/31/2015
JD DAVIS FUNERAL HOME	MILWAUKEE	2599	78 Funeral Establishm	6/4/2012	5/31/2015
AFTERGLOW CREMATIONS	LITTLE CHUTE	2525	78 Funeral Establishm	11/12/2008	5/31/2015
FAIRHAVEN SOCIETY LLC	WAUKESHA	2648	78 Funeral Establishm	8/18/2014	5/31/2015