

**FUNERAL DIRECTORS EXAMINING BOARD
MINUTES
AUGUST 24, 2010**

- PRESENT:** J.C. Frazier, Michele Moore, Rosalie Murphy, David Olsen, Pat Thornton and Connie Ryan
- STAFF PRESENT:** Angela Arrington, Bureau Director; Yolanda McGowan, Legal Counsel; Michelle Solem, Bureau Assistant; and other Department staff
- GUESTS:** Tiffany Hocken, James Beaton and Brian Langendorf

CALL TO ORDER

David Olsen, Chair, called the meeting to order at 9:32 a.m. A quorum of six members was present.

AGENDA

- MOTION:** J.C. Frazier moved, seconded by Rosalie Murphy, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES (MAY 11, 2010)

- MOTION:** J.C. Frazier moved, seconded by Rosalie Murphy, to approve the Minutes of May 11, 2010, as published. Motion carried unanimously.

**ADMINISTRATIVE REPORT
ANGELA ARRINGTON, BUREAU DIRECTOR**

Angela Arrington welcomed new board member Brian Langendorf and thanked Connie Ryan for his service to the citizens of Wisconsin as a member of the Funeral Directors Examining Board.

Welcome and Introduction of Public Attendees

The Board introduced themselves and invited introductions of public attendees. Barbara Wyatt-Sibley presented Connie Ryan a plaque signifying his years of service as a member of the Funeral Directors Examining Board.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

The Board discussed the request received from the Cemetery Board whereby the Cemetery Board and Funeral Director Examining Board would work together to locate the cemeteries in Wisconsin. Mr. Ryan suggested that the Funeral Director Association would be able to provide assistance.

- MOTION:** J.C. Frazier moved, seconded by Rosalie Murphy, to approve the chair of the Funeral Director Examining Board work in conjunction with the Cemetery Board to draft a letter regarding the location of Wisconsin cemeteries. Motion carried unanimously.

BOARD MEMBER ACTIVITY

The members of the Board provided updates regarding activities in which they have participated since the last meeting.

CLOSED SESSION

MOTION: J.C. Frazier moved, seconded by Rosalie Murphy, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), 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. Roll Call Vote: J.C. Frazier-yes; Michele Moore-yes; Pat Thornton – yes; Rosalie Murphy-yes; David Olsen-yes; Connie Ryan-yes. Motion carried unanimously. Angela Arrington excused herself from the meeting at this time.

Open Session recessed at 10:17 a.m.

RECONVENE TO OPEN SESSION

MOTION Rosalie Murphy moved, seconded by Connie Ryan, to reconvene into Open Session at 12:06 p.m. Motion carried unanimously.

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

CASE CLOSINGS, CITATIONS INCLUDING ANY RECEIVED AFTER PRINTING OF AGENDA

06 FDR 007

MOTION: Pat Thornton moved, seconded by J.C. Frazier, to close case 06 FDR 007 for insufficient evidence. Motion carried unanimously.

09 FDR 020

MOTION: Connie Ryan moved, seconded by Michele Moore, to close case 09 FDR 020 for no violation. Motion Carried unanimously.

**DELIBERATION ON PROPOSED ADMINISTRATIVE WARNINGS
OR ANY SIGNED AFTER PRINTING OF AGENDA**

08 FDR 012

MOTION: Connie Ryan moved, seconded by Rosalie Murphy, to issue the Administrative Warning in the matter of 08 FDR 012. Motion carried. David Olsen abstained.

CONSULTING WITH LEGAL COUNSEL

DOE – Signatures for Proposed Stipulations, Orders, and Administrative Warnings

Signatures were collected for all required documentation.

MOTION: Michele Moore moved, seconded by Pat Thornton, to Authorize the chair to speak on behalf of the Board with respect to settlement negotiations in the Henke-Clarson Case.

David Olsen thanked Connie Ryan for his service to the Board.

ADJOURNMENT

MOTION: Rosalie Murphy moved, seconded by Path Thornton, to adjourn the meeting at 12:11 p.m. Motion carried unanimously.