



## State of Idaho

### Division of Occupational and Professional Licenses

#### Idaho Board of Morticians

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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#### Board Meeting Minutes of 9/15/2022

|                 |                         |                 |  |
|-----------------|-------------------------|-----------------|--|
| <b>Board</b>    | James R. Sommer - Chair | <b>Division</b> | Kent Absec, Executive Officer                |
| <b>Members</b>  | Brian T. McBride        | <b>Staff:</b>   | Nicholas Krema, Legal Counsel                |
| <b>Present:</b> | Charles Grunig          |                 | John Price, Investigations Manager           |
|                 |                         |                 | Cesley Metcalfe, Board Support Supervisor    |
|                 |                         |                 | Christian Runnalls, Board Support Specialist |

The meeting was called to order at 2:03 PM MT by James Sommer.

#### Introductions

Mr. Absec introduced Division staff and Board members present at the meeting.

#### Approval of Minutes

A motion was made and seconded to approve the 6/16/2022 minutes. The motion carried unanimously.

#### BOARD BUSINESS

**Board Elections:** A motion was made and seconded to elect Mr. Sommer as Board chair and Mr. McBride as Vice-chair. The motion carried unanimously.

**Board Training – Open Meeting Law:** Mr. Krema presented a training on the Open Meeting Law.

**Licensing Report:** Mr. Absec presented a report on applications received and licenses issued and renewed by staff since the last meeting. The Board requested a licensing report with data from the previous five years to track licensing trends.

**Inspection Form Review:** Mr. Price presented an updated inspection form that is consistent with the Board's authority in law and rule.

A motion was made and seconded to accept the changes to the inspection form. The motion carried unanimously.

**Complaint Memorandum:** Mr. Price presented the complaint memorandum and informed the Board that the Division will no longer be presenting complaint memorandums.

**Public Comment:** Mr. English from English Funeral Homes asked the Board to clarify if his arecoline hydraulic machine is covered under his current crematory license, or if a different license is required. Mr. Absec stated that the current license covers all equipment he is currently using.

**Discipline**

A motion was made and seconded to close case number I-MOR-2023-1/I-MOR-2023-2 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to expunge case MOR-2018-1 from the records of license CRE-11. The motion carried unanimously.

**Adjourn**

There being no further business, the meeting was adjourned at 3:10 PM.

The next meeting is on 12/8/2022.