



State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Morticians

BRAD LITTLE
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Board Meeting Minutes of 12/7/2023

Board Members	James R. Sommer - Chair	Division	Cesley Metcalfe, Acting Executive Officer
Present:	Brian T. McBride Charles Grunig	Staff:	Greg Loos, General Counsel Christian Runnalls, Board Support Specialist Sarina Criswell, Board Support Specialist

The meeting was called to order at 2:00 PM by James R. Sommer.

Approval of Minutes

A motion was made and seconded to approve the 9/7/2023 minutes. The motion carried unanimously.

PUBLIC COMMENT

Mr. Ben Madsen presented his testimony for hardship exemptions on his future license application.

DIVISION BUSINESS

Executive Agency Legislation Update: Ms. Metcalfe explained that the Division has put forth executive agency legislation for the 2024 Legislative Session that would change renewals from an annual renewal to a biennial renewal with the expiration date remaining as the licensee's birthday.

Financial Update: Ms. Metcalfe informed the Board that an updated financial report was unavailable due to complications with the new Luma system.

BOARD BUSINESS

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

Zero-Based Regulation Introduction: Mr. Loos introduced Zero-Based Regulation (ZBR) and explained the process to the Board. He outlined the meeting schedule for ZBR.

Conference Attendance: The Board discussed upcoming attendance at The Conference 2024 Annual Meeting.

Delegated Authority to Close Unfounded Complaints: A motion was made and seconded to delegate authority to Division staff to close unfounded complaints. The motion carried unanimously.

Delegated Authority to Close Expungement Requests: A motion was made and seconded to delegate authority to Division staff to close expungement requests that fall under Idaho Code § 67-1413(3). The motion carried unanimously.

Licensing Report: Ms. Earl presented the Licensing report.

Adjourn

There being no further business, the meeting was adjourned at 3:00 PM.

The next meeting is on 2/8/2024.

DRAFT