



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

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

11341 W Chinden Blvd.  
P.O. Box 83720  
Boise, ID 83720-0063  
(208) 334-3233  
dopl.idaho.gov

**Board Meeting Minutes of 3/7/2024**

|                               |                                    |                        |  |
|-------------------------------|------------------------------------|------------------------|--|
| <b>Board Members Present:</b> | Brian T. McBride<br>Charles Grunig | <b>Division Staff:</b> | John Price, Acting Executive Officer<br>Greg Loos, General Counsel<br>Allegra Earl, Licensing Supervisor<br>Christian Runnalls, Board Support Specialist |
| <b>Board Members Absent:</b>  | James R. Sommer - Chair            |                        |  |

The meeting was called to order at 2:04 PM by Brian McBride.

**Approval of Minutes**

A motion was made and seconded to approve the 2/8/2024 minutes. The motion carried unanimously.

**BOARD BUSINESS**

**Zero-Based Regulation:** Unless stated otherwise, the following changes are being contemplated, pending notice of intent to promulgate rulemaking, stakeholder input, and final votes by the Board:

**Rule 250 – Resident Trainee:** The Board addressed a public comment received requesting the removal of the word “resident”. Mr. Loos stated Idaho Code § 54-1112 prevents the Board from implementing the requested change. No changes were made.

**Rule 250.01.a – Training Requirements:** The Board changed this to 36 hours of employment per work week for the entirety of any 12 months within the three-year trainee period to provide scheduling flexibility to the funeral homeowner and trainee.

**Rule 250.01.a.i – Training Requirements:** The Board struck the rule as an unnecessary guideline that is not enforceable.

**Rule 250.01.a.ii – Training Requirements:** The Board changed the language to clarify that supervisors may be available either in-person or remotely. This rule was combined with Rule 250.01.a.

**Rule 250.02.c – Sponsoring Morticians:** The Board struck the end of the sentence as an unnecessary reference to another rule.

**Rule 250.02.d – Sponsoring Mortician:** The Board added language to clarify that prompt submission of training reports is within 30 days of the end of the reporting period and struck unnecessary references to rule sections.

**Rule 250.02.e – Sponsoring Mortician:** The Board struck an unnecessary reference to a different rule.

**Rule 325 – Approved Examination:** The subsections in the rule were combined for formatting purposes.

**Rule 325.03 – Grading:** The Board struck the rule as unnecessary because the exam grading schedule and which portion a licensee must retake is under the purview of the exam provider.

**Rule 380.01 – Request for Inactive License:** The Board simplified language to make the rule more concise.

**Rule 410 – Continuing Education:** Mr. Loos stated the Board has statutory authority to require continuing education (CE) per Idaho Code § 84-1118. A prospective analysis will be provided at a future meeting with the CE requirements in surrounding states. The Board combined the subsections into a single paragraph with the following changes:

**Rule 410.01 – Continuing Education (CE) Requirement:** The Board added language that gave them the authority to audit CE. The Board added language that requires a certificate of CE completion. The Board moved subsection into Rule 410.

**Rule 410.01.a – Continuing Education (CE) Requirement:** The Board struck the rule as unnecessary. The audit and verification of attendance language was moved to Rule 410.01.

**Rule 410.01.c – Continuing Education (CE) Requirement:** The Board struck the rule as duplicative of Idaho Code § 67-2614(7).

**Rule 410.02 – Credit:** The Board struck the rule to remove restrictions by allowing online attendance for all CE courses.

**Rule 410.02.a – Credit:** The Board struck the rule as unnecessary with the change to a biennial renewal cycle.

**Rule 410.03 – Providers/Sponsors/Subjects of Continuing Education:** The Board simplified the rule to “The continuing education must be germane to the profession and approved by the Board.” and combined this with Rule 410.01. Subsections a through d were struck as unnecessary restrictions on CE topics.

**Rule 410.04 – Verification of Attendance:** The Board struck the rule as redundant to changes made to Rule 410.01.

**Rule 410.06 – Special Exemption:** The Board rewrote the rule to provide clear direction to licensees when requesting an exemption and combined this with Rule 410.01.

**Rule 450 – Funeral Establishment and Crematory Establishment:** The Board changed the 6-month language to require an inspection before an establishment licensure is issued.

## **Adjourn**

There being no further business, the meeting was adjourned at 4:44 PM.

The next meeting is on 4/18/2024.