



State of Idaho

Division of Occupational and Professional Licenses Idaho Board of Morticians

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Board Meeting Minutes of 10/3/2024

Board James R. Sommer - Chair
Members Brian T. McBride
Present: Charles Grunig

Division John Price, Executive Officer
Staff: Cesley Metcalfe, Acting Executive Officer
Greg Loos, General Counsel
Allegra Earl, Licensing Unit Manager
Steve Hogue, Investigative Unit Supervisor
Maria Saldana, Licensing Specialist
Christian Runnalls, Board Support Specialist

Others Eric Nelson, Board Prosecutor
Present:

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 7/18/2024 minutes. The motion carried unanimously.

DIVISION BUSINESS

Respectful Workplace Training: The Board viewed a respectful workplace presentation.

Financial Update: Ms. Metcalfe presented the financial report.

BOARD BUSINESS

Zero-Based Regulation: Mr. Loos presented the single comment received regarding the rule changes. The comment from Daniel Adams asked about the necessity of an operating room and embalming equipment in a satellite facility if within 50 miles of another owned facility with an operating room and embalming equipment. He also requested the renewal period be changed to 24 months.

Rule 100.06.b – Funeral Establishment: The Board stated having an operating room is necessary, but the embalming equipment and chemicals may not be necessary if a nearby satellite facility has that equipment. The Board discussed keeping the rule as is and granting exceptions to petitioning morticians on a case-by-case basis while the Board collects data on multiple facility funeral establishments. No further changes were made to the proposed rule.

Rule 100.06.d.iii – Minimum Standards: The Board added language to clarify that operating an alkaline hydrolysis retort is included under the Reasonable Sanitation and Safety Requirements.

Rule 400 – Fees: Mr. Price informed the Board that the proposed fee changes are expected to put the Board's cash balance at 29% of its annual operating cost by 2027 based on historical Board expenditures and expected OASIS costs. He stated this growth is the desired outcome of the proposed changes. No further changes were made to the proposed rule.

A motion was made and seconded to move the rules to pending with discussed edits. The motion carried unanimously.

Conference Attendance Requests: A motion was made and seconded to send one Board member to attend the 2025 International Conference of Funeral Service Examining Boards Annual Meeting. The motion carried unanimously.

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

Licensing Report: Ms. Earl introduced the Board's new licensing specialist, Maria Saldana, and presented the licensing report.

Executive Session

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. The vote was: Mr. Sommer, aye; Mr. McBride, aye; and Mr. Grunig, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

Discipline

A motion was made and seconded to close case number 1194398 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to authorize the prosecuting attorney to negotiate a Stipulation and Consent Order in case number 1273481 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to authorize the prosecuting attorney to negotiate a Stipulation and Consent Order in case number 1451384 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to close case number 1466154 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to close case number 1431713. The motion carried unanimously.

A motion was made and seconded to accept the Final Order as written in case numbers 1435868 – 1435872 and 1178625 – 1178627 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 4:33 PM.