

Delegates in Attendance:

Charles Perine, Alabama Board of Funeral Service
Karen Carruthers, Alberta Funeral Services Regulatory Board
Judith Stapley, Arizona State Board of Funeral Directors & Embalmers
Sandra Patterson, California Cemetery & Funeral Bureau
Keith Parsell, Delaware Division of Professional Regulation, Board of Funeral Services
John McGuire, District of Columbia Board of Funeral Directors
Brad Coman, Georgia State Board of Funeral Service
Steve Gordon, Idaho Board of Morticians
Susan Reynolds, Iowa Department of Public Health, Bureau of Professional Licensure
Edward Muhleisen, Louisiana State Board of Embalmers & Funeral Directors
Robert Barnes, Maine State Board of Funeral Service
Gail Tucker, Maryland Board of Morticians and Funeral Directors
Mark Ransford, Michigan Board of Examiners in Mortuary Science
Lori Hayes, Missouri State Board of Embalmers & Funeral Directors
Lucy Richards, Montana Board of Funeral Service
Leo Seger, Nebraska Board of Funeral Directing & Embalming
Bart Burton, Nevada Funeral & Cemetery Services Board
Steve Herndon, North Carolina Board of Funeral Service
Kortney Adams, Nova Scotia Board of Registration of Embalmers & Funeral Directors
David Ingram, Ohio Board of Embalmers & Funeral Directors
Chris Ferguson, Oklahoma Funeral Board
Chad Dresselhaus, Oregon Mortuary & Cemetery Board
Dustin Hall, Funeral & Cremation Services Council of Saskatchewan
Amy Holleman, South Carolina Board of Funeral Service
John Strohman, South Dakota State Board of Funeral Service
Robert Gribble, Tennessee Board of Funeral Directors & Embalmers
Joseph Frank Walton, Virginia Board of Funeral Directors & Embalmers
Rick Little, Washington Department of Licensing, Funeral & Cemetery Office

I. Call to Order – Mark Ransford, President

President Ransford called the meeting to order at 12:40 p.m. PST.

II. Welcome – Mark Ransford, President

President Ransford welcomed those in attendance to The Dana on Mission Bay in San Diego, California. He directed attendees to the information in the online materials and noted The Conference staff is on hand to offer assistance during the meeting.

III. Appointment of Convention Committees – Mark Ransford, President

President Ransford announced the following committees were appointed for the 115th Annual Meeting:

Credentials Committee

Bart Burton, District 9 Director
Robert Gribble, District 5 Director
Sandy Mahon, District 8 Director

Audit Committee

Charles Perine, District 3 Director
Robert Barnes, District 1 Director
Edward Muhleisen, District 7 Director
Blair Nelsen, District 2 Director

IV. Roll Call – Charles Perine, Secretary/Treasurer

Mr. Perine called the roll of member states, districts, and provinces. He reported there were 28 members represented out of the total membership of 55, which was a quorum to conduct business.

V. Introductions – Edward Muhleisen, Past President

Past President Muhleisen recognized the Past Presidents of The Conference and welcomed representatives from the American Board of Funeral Service Education and its accredited programs, the Cremation Association of North America, the International Cemetery, Cremation, and Funeral Association, and the National Funeral Directors & Morticians Association. Lastly, he introduced The Conference Board of Directors and staff.

VI. Finance Committee Report – Charles Perine, Secretary/Treasurer

Mr. Perine reported that the Finance Committee reviewed and approved quarterly financial and investment reports for all four quarters of 2018. Additionally, the committee reviewed the investment policy statement and met with the auditor to review the 2018 audit results. The 2019 budget was also reviewed and approved by the committee. It was moved and seconded to approve the finance committee report as set forth. The motion carried.

VII. Professional Policy Committee Report – Sandy Mahon, District 8 Director

Mr. Mahon reported the Professional Policy Committee oversaw the development and administration of The Conference exam programs as well as Pearson Vue administration updates. The review and approval of a concise list of exam policies and procedures for publication on The Conference website was assigned to the committee as well as the review of updates to the exam committee criteria and confidentiality agreement. The committee continued to review candidate concerns while monitoring and investigating exam security risks. Lastly the participants oversaw the update and publication of the National Board Exam Candidate Handbook. It was moved and seconded to approve the professional policy committee report as set forth. The motion carried.

VIII. Exam Committee Report – Keri Haines, NBE Arts Chair

Arts Committee Chairperson, Ms. Haines, reported the Examination Committee participated in two in-person exam development meetings, an item review meeting, where nearly 300 exam items were reviewed, and a form review meeting over the course of the past year. The committee referenced items to the updated sections of the ABFSE Curriculum Outline as well as the updated textbook reference list. Two committee members volunteered their time to participate in the ABFSE Curriculum Workshop and six members participated in an item writing workshop. Nearly 200 items were drafted, revised, and prepared for review at the workshop. She reported the committee, currently composed of 13 members, licensed in a total of 20 different states, has dedicated nearly 4,500 volunteer hours to The Conference exam development process. Lastly, Ms. Haines shared that over 600 candidate comments were reviewed.

IX. Model Internship Program – Mark Ransford, President

Mark Ransford asked Jennifer Kandt, Chair of the Model Internship Committee, to come forward and provide an overview of the development of the program as well as the contents. Ms. Kandt highlighted the committee composition as well as the construction process and shared the four main components of the program. The Conference Model Internship Program was adopted unanimously.

Presentations – Mark Ransford, President

Attendees were dismissed for a fifteen minute break at 1:28 p.m. PST returning to the afternoon presentations:

Recent Cases & What We Need to Learn from Them

Dale Atkinson, Legal Counsel, Atkinson & Atkinson

Legislation, Ethics, Governance – Giving Consumers & Regulatory Board Members a “LEG” Up

Jon Rettig, President, Ohio Board of Embalmers & Funeral Directors

X. Executive Session – Mark Ransford, President

It was moved and seconded for Conference members to enter into executive session at 3:55 p.m. PST. Motion carried. It was moved and seconded to come out of executive session at 4:46 p.m. PST. Motion carried.

President Ransford adjourned the meeting for the day and welcomed all participants to the reception.

XI. Presentations continued – Mark Ransford, President

President Ransford continued the second day of the 115th Annual Meeting and introduced the next presentations:

What’s New at The FTC?

Patricia Poss, Senior Attorney, Federal Trade Commission

Case Study: Protecting the Public – Better Ensuring Licensee Compliance

Lucy Richards, Executive Officer, Montana Board of Funeral Service

District Meetings

Attendees divided into small groups by district to discuss topics including: obstacles to licensure, third party providers, legislative issues, and challenges facing each board. An update on Conference membership polls was shared with attendees.

Awards Luncheon and Reports

Parts is Parts: A Regulatory Perspective on Body Brokerage

Jennifer Kandt, Executive Director, Nevada Funeral & Cemetery Services Board

Conference Fishbowl

Participants of the fishbowl discussed attendee-submitted hot topics including: challenges involving funeral service legislation in today’s deregulation climate; potential obstacles in enforcing the FTC Funeral Rule; additional licenses or registrations for individuals who do not complete a two year mortuary science program; and the handling of body brokerage cases/donations in their jurisdictions.

XII. Adjournment – Mark Ransford, President

President Ransford thanked all in attendance for their participation over the past two days and invited attendees to the 116th Annual Meeting in Palm Coast, Florida.