

Delegates in Attendance:

Charles Perine, Alabama Board of Funeral Service
Karen Carruthers, Alberta Funeral Services Regulatory Board
Gina Sanchez, California Cemetery & Funeral Bureau
S. Keith Parsell, Delaware Division of Professional Regulation, Board of Funeral Services
Asanti Williams, District of Columbia Board of Funeral Directors
Ellen Simon, Florida Division of Funeral, Cemetery, & Consumer Services
R. Bryant Hightower, Georgia State Board of Funeral Service
Dicsie Gullick, Idaho Board of Morticians
Seth Williams, Iowa Department of Public Health, Bureau of Professional Licensure
Mack Smith, Kansas Board of Mortuary Arts
Edward Muhleisen, Louisiana State Board of Embalmers & Funeral Directors
Robert Barnes, Maine State Board of Funeral Service
Dr. Mark Bailey, Maryland Board of Morticians and Funeral Directors
Mark Ransford, Michigan Board of Examiners in Mortuary Science
Catherine Dittberner Lloyd, Minnesota Department of Health – Mortuary Science Section
Lori Hayes, Missouri State Board of Embalmers & Funeral Directors
Arvid Wiest, Nebraska Board of Funeral Directing & Embalming
Jennifer Kandt, Nevada Funeral & Cemetery Services Board
Phillip Mark Blake, North Carolina Board of Funeral Service
Kortney Adams, Nova Scotia Board of Registration of Embalmers & Funeral Directors
Jon Rettig, Sr., Ohio Board of Embalmers & Funeral Directors
Chris Ferguson, Oklahoma Funeral Board
Chad Dresselhaus, Oregon Mortuary & Cemetery Board
Heidy Weirich, Pennsylvania State Board of Funeral Directors
Sandy Mahon, Funeral & Cremation Services Council of Saskatchewan
Amy Holleman, South Carolina Board of Funeral Service
Robert Gribble, Tennessee Board of Funeral Directors & Embalmers
Jeff Zealley, Utah Board of Funeral Service
Kelsi Alger, Vermont Office of Professional Regulation
Mia Mimms, Virginia Board of Funeral Directors & Embalmers
Pete Cameron, Washington Department of Licensing, Funeral & Cemetery Office
Linda Lyter, West Virginia Board of Funeral Service Examiners

I. Call to Order – Mark Ransford, President

President Ransford called the meeting to order at 12:45 p.m. EST.

II. Welcome – Mark Ransford, President

President Ransford welcomed those in attendance to The Hammock Beach Resort in Palm Coast, FL. 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 116th Annual Meeting:

Credentials Committee

Mack Smith, District 6 Director
Robert Gribble, District 5 Director
Jennifer Kandt, District 9 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 32 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, the National Funeral Directors 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 2019. Additionally, the committee reviewed the investment policy statement and adopted changes as recommended by financial legal counsel and reviewed insurance coverages. Lastly, the committee met with the auditor to review the 2019 audit results as well as reviewed and approved the 2020 budget. It was moved and seconded to approve the finance committee report as set forth. The motion carried.

VII. Professional Policy Committee Report – Mack Smith, Vice President

Mr. Smith reported the Professional Policy Committee reviewed and oversaw the administration of The Conference exam programs, which included 2019 pass rates, as well as other exam statistics. The update and publication of the new ADA Testing Accommodations Handbook and forms was reviewed by the committee as well as the appointments of the Exam Committee and Item Writing Workshop attendees. The committee continued to review candidate concerns while monitoring and investigating exam security risks. 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, and a form review meeting over the course of the past year. Two committee members volunteered their time to participate in the ABFSE Curriculum Workshop and six members participated in an item writing workshop where nearly 300 items were drafted, revised, and prepared for committee review. She reported the committee, currently composed of 14 members, licensed in a total of 15 different states, has dedicated over 3,000 volunteer hours to The Conference exam development process. Lastly, Ms. Haines shared that over 400 candidate comments were reviewed.

IX. Model Application – Mark Ransford, President

Mark Ransford asked Kortney Adams, member of the Model Application Review Committee, to come forward and provide an overview of the recent review. Ms. Adams highlighted the committee

composition as well as the review process and membership feedback. The updated Conference Model Application was adopted unanimously.

Presentations – Mark Ransford, President

Attendees were dismissed for a fifteen-minute break at 1:30 p.m. EST returning to the afternoon presentations:

Promoting Consistency in Discipline: Virginia’s Sanctioning Reference Points System

Corie Tillman Wolf & Blair Nelsen, Virginia Board of Funeral Directors & Embalmers

Legal 2020

Dale Atkinson, Legal Counsel, Atkinson & Atkinson

X. Executive Session – Mark Ransford, President

It was moved and seconded for Conference members to enter into executive session at 3:30 p.m. EST. Motion carried. It was moved and seconded to come out of executive session at 4:03 p.m. EST. 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 116th Annual Meeting and introduced the next presentations:

Not Just Another Bag of Dirt

Pamela Griese & Rick Little, Washington Funeral & Cemetery Board

Licensure Redefined

Panel Discussion

District Meetings

Attendees divided into small groups by district to discuss topics including: single vs. dual vs. other licensure, legislative updates, and internet sales. An update on Conference membership polls was shared with attendees.

Awards Luncheon and Reports

Afternoon Spotlight: Navigating the Anti-Regulation Movement

Nahale Kalfas, Council of State Governments

Dale Atkinson, Legal Counsel, Atkinson & Atkinson

XII. Adjournment – Mark Ransford, President

President Ransford thanked all in attendance for their participation over the past two days and invited attendees to the 117th Annual Meeting in Houston, Texas.