



Board of Funeral Service

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OFFICIAL BOARD MINUTES FOR March 3, 2020 TELECONFERENCE BOARD MEETING

Members Present: Stuart W. Barns, President
D. Scott Isburg, Vice-President
Chad Osthus, Member
James Jones, Member (joined at 3:06PM MT)
Sharel Delzer, Lay Member

Members Absent: Randy Brennick, Secretary-Treasurer
Mariah Pokorny, Dept. of Health (Non-voting member)
Tony Farnen, Lay Member

Others Present: Carol Tellinghuisen, Executive Secretary
Jill Lesselyoung, Executive Assistant
John Strohmman, Office of the Attorney General

Call to Order/Welcome and Introductions: President Barns called the meeting to order at 3:03 PM MT.

Roll Call: Barns asked Lesselyoung to call the roll. Barns, yes; Isburg, yes; Osthus, yes; Delzer, yes. A quorum was present.

Corrections or additions to the agenda: Tellinghuisen requested to moved executive session up to follow public testimony due to time constraints for legal counsel.

Approval of the agenda: Isburg made a motion to approve the agenda with the requested change. Osthus seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes.

Public Comment: Barns called for any comments from the public. There were no public comments.

Executive Session-Pursuant to SDCL 1-25-2: Isburg made a motion to enter executive session at 3:10 PM MT. Delzer seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes. Strohmman exited the meeting at 3:30 PM MT. Isburg made a motion to exit session at 3:36 PM MT. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes.

Approval of the minutes from November 12, 2019: Isburg made a motion to approve the minutes from November 12, 2019. Osthus seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes.

FY Financial Update: Lesselyoung reported fiscal year-end figures as of June 29, 2019: revenue of \$71,585.24; expenditures of \$76,667.09 and cash balance of \$111,414.33 and year to date figures as of January 31, 2020: revenue of \$69,187.72, expenditures of \$44,337.72 and cash balance of \$136,264.33. Osthus made a motion to accept the financials as presented. Isburg seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes.

Inspection Update: Barns advised he had talked with Daryl Isburg and he plans to attend the Board meeting in May in Sioux Falls. He plans to start inspections in late May or early June.

Renewal Update: Lesselyoung reported all 93 homes and 12 crematories have renewed. There are 6 embalmers who advised they were not renewing and 13 embalmers showing as active/non-renewed. The Board office has sent non-renewal notices, will follow up with a list to the Board and phone calls to the licensees.

Update on SDFDA Apprenticeship Grant: The Board office was notified by the association that they made the decision to withdraw from StartTodaySD Registered Apprenticeship Grant Program for 2020. The decision was based on many factors i.e., regulations, stipulations, compliance, participation by funeral homes, etc.

Complaints/Investigations: None pending.

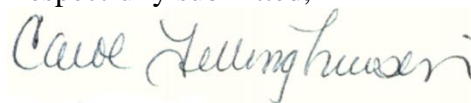
Executive Secretary Contract: Jones made a motion to renew the current contract adding the stipulation to include a State cost of living increase if implemented by the State. Isburg seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Osthus, yes; Delzer, yes. Osthus exited the meeting at 3:50PM MT

Legislative Update: Tellinghuisen advised HB1276 was tabled but will likely be considered again at a future date.

Any other business coming in between date of mailing and date of meeting: Barns welcomed new lay member, Sharel Delzer to the Board. There was no other business. The next meeting date is set for May 6, 2020 at 12:00MT/1:00CT in conjunction with the SDFDA annual meeting in Sioux Falls.

Jones made a motion to adjourn at 3:56PM MT. Isburg seconded the motion. **MOTION PASSED** by roll call vote. Barns, yes; Isburg, yes; Jones, yes; Delzer, yes.

Respectfully submitted,



Carol Tellinghuisen
Executive Secretary

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

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