



Board of Funeral Service

Mailing Address:
810 North Main Street, Suite 298
Spearfish, SD 57783

Phone: (605) 642-1600 E-Mail: proflic@rushmore.com
Home Page: funeralboard.sd.gov

Revised **TELECONFERENCE** **BOARD MEETING AGENDA**

TO: Board Members

FROM: Carol Tellinghuisen, Executive Secretary

DATE: January 10, 2018

MEETING DATE: January 17, 2018

MEETING TIME: 4:30 PM CT / 3:30 PM MT

MEETING LOCATION: Teleconference with public access at:
Board Office
629 Main
Spearfish, SD
605-642-1600

Persons interested in joining the meeting may do so by appearing in person for the conference call at the location listed above or by calling 605-642-1600 to arrange for a dial in number for the teleconference.

Agenda Item Number:

1. Corrections or additions to the agenda
2. Welcome new Board members
3. Applicant for Licensure #2017-1
4. Approval of the Minutes from September 21, 2017
5. FY Financial Update
6. Establishment/Crematory Inspections
7. Licensure Compact
8. Executive Secretary Contract
9. Complaints/Investigations
10. Schedule next meeting
11. Any other business coming in between date of mailing and date of meeting



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OFFICIAL BOARD MINUTES FOR September 21, 2017 BOARD MEETING

Members Present: Stuart W. Barns, President
 D. Scott Isburg, Vice-President
 Randy Brennick, Secretary-Treasurer
 Tim Bachman, Member
 Howard Sogn, Member
 David Volk, Lay Member
 Mariah Pokorny, Dept. of Health (Non-voting member)

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary
 Brooke Tellinghuisen Geddes, Executive Assistant
 Jill Lesselyoung, Executive Assistant

President Sogn called the meeting to order at 3:03 PM CT.

Corrections or additions to the agenda: None

Approval of Minutes from May 10, 2017: Bachman moved and Isburg seconded to approve the minutes from May 10, 2017. Motion carried by unanimous roll call vote.

FY Financial Update: Lesselyoung reported fiscal year-end figures as of June 29, 2017: revenue of \$71,847.06; expenditures of \$67,651.85 and cash balance of \$ 117,878.97. Lesselyoung reported fiscal year to date figures as of August 31, 2017: year to date revenue of \$1,639.10; expenditures of \$15,889.43 and cash balance of \$103,628.64.

Applicant for Licensure #2017-1: Bachman advised the Board this applicant needs to be tabled until further investigation.

Complaints/Investigations: None

Trainee Review Officer: The Board agreed to have Isburg take over the role of reviewing trainee reports.

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**South Dakota Board of Funeral Service
Board Meeting Minutes
September 21, 2017**

Application/Transcript review officer: The Board agreed to have Brennick take over the role of reviewing applications for licensure including transcripts.

ICFSEB Annual Meeting February 28- March 1, 2018, New Orleans: Discussion was held on who was interested in going to this meeting and it was agreed to send two Board members and or staff to the meeting.

Any other business coming in between date of mailing and date of meeting: Brennick asked to follow up on any further discussion of the funeral director level of licensure that was addressed at the meeting on May 10, 2017. Following discussion, Pokorny advised the Association would need to bring forth and the Board should not have an opinion as it is not a public safety or health issue.

Schedule Next Meeting: The next meeting will be scheduled at a later date.

Bachman moved and Isburg seconded to adjourn meeting at 3:36 PM CT. Motion carried by unanimous roll call vote.

Respectfully submitted,

Carol Tellinghuisen
Executive Secretary

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 11/30/2017

AGENCY	BUDGET UNIT	09	HEALTH	BOARD OF FUNERAL SERVICE					
CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE				
COMPANY NO	6503								
COMPANY NAME	PROFESSIONAL & LICENSING BOARDS								
092040061812	6503	4293955	FUNERAL LICENSE FEE	26,490.00	54,170.00	*			
ACCT:	4293		BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	26,490.00	54,170.00	*			
ACCT:	42		LICENSES, PERMITS & FEES	26,490.00	54,170.00	**			
092040061812	6503	4920045	NONOPERATING REVENUES	.00	1,484.10	*			
ACCT:	4920		NONOPERATING REVENUE	.00	1,484.10	**			
ACCT:	49		OTHER REVENUE	.00	1,484.10	**			
CNTR:	092040061812			26,490.00	55,654.10	***			
CNTR:	092040061			26,490.00	55,654.10	****			
CNTR:	0920400			26,490.00	55,654.10	*****			
COMP:	6503			26,490.00	55,654.10	*****			
B UNIT:	09204			26,490.00	55,654.10	*****			

BA0215V1 12/02/2017

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 11/30/2017

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AGENCY	BUDGET UNIT	CENTER	COMP	ACCT	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
09	09204	09204	6503	5205	HEALTH BOARD OF FUNERAL SERVICE			
09204	09204	09204	6503	5205	HEALTH BOARD OF FUNERAL SERVICE			
092040061812	6503	510102000000000000	P-T/TEMP EMP SAL & WAGES	.00	2,940.00			
ACCT: 5101	6503	510201000000000000	EMPLOYEE SALARIES	.00	2,940.00	*		
092040061812	6503	510208000000000000	OAST-EMPLOYER'S SHARE	.00	231.11			
092040061812	6503	510209000000000000	WORKER'S COMPENSATION	.00	5.00			
092040061812	6503	510209000000000000	UNEMPLOYMENT COMPENSATION	.00	1.33			
ACCT: 5102	6503		EMPLOYEE BENEFITS	.00	237.44	*		
ACCT: 51	6503		PERSONAL SERVICES	.00	3,177.44	**		
092040061812	6503	520303000000000000	AUTO-PRIV (IN-ST.) H/RTE	.00	1,113.42			
092040061812	6503	520310000000000000	LODGING/IN-STATE	.00	78.30			
092040061812	6503	520314000000000000	TAXABLE MEALS/IN-STATE	.00	81.00			
092040061812	6503	520315000000000000	NON-TAXABLE MEALS/IN-ST	.00	75.00			
ACCT: 5203	6503		TRAVEL	.00	1,347.72	*		
092040061812	6503	520402000000000000	DUES & MEMBERSHIP FEES	.00	250.00			
092040061812	6503	520409000000000000	MANAGEMENT CONSULTANT	.00	27,587.73			
092040061812	6503	520418000000000000	COMPUTER SERVICES-STATE	11.57	23.15			
092040061812	6503	520420000000000000	CENTRAL SERVICES	166.48	484.42			
092040061812	6503	520420400000000000	RECORDS MGMT SERVICES	.00	109.84			
092040061812	6503	520420700000000000	HUMAN RESOURCES SERVICES	.00	159.78			
092040061812	6503	520458000000000000	TRUCK-DRAVAGE & FREIGHT	.00	35.31			
ACCT: 5204	6503		CONTRACTUAL SERVICES	4,552.03	28,646.23	*		
092040061812	6503	520502000000000000	OFFICE SUPPLIES	.00	40.68			
092040061812	6503	520531000000000000	PRINTING-STATE	.00	141.12			
092040061812	6503	520532000000000000	PRINTING-COMMERCIAL	23.72	25.02			
ACCT: 5205	6503		SUPPLIES & MATERIALS	23.72	206.82	*		
ACCT: 52	6503		OPERATING EXPENSES	4,575.75	30,200.77	**		
COMP: 6503	6503		PROFESSIONAL & LICENSING BOARDS	4,575.75	33,378.21	***		
CENTER: 092040061812	6503			4,575.75	33,378.21	****		
B UNIT: 09204	6503			4,575.75	33,378.21	*****		

AGENCY: 09 HEALTH
BUDGET UNIT: 09204 BOARD OF FUNERAL SERVICE

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092000061812	1140000	140,154.86	DR	BOARD OF FUNERAL SERVICES
COMPANY/SOURCE TOTAL 6503 618			140,154.86	DR *	
COMP/BUDG UNIT TOTAL 6503 09204			140,154.86	DR **	
BUDGET UNIT TOTAL 09204			140,154.86	DR ***	

DRAFT LICENSURE BILL

The Interstate Compact for the Temporary Licensure of Professionals is hereby enacted into law and entered into with all other jurisdictions legally joining the compact, which is substantially as follows:

SECTION I. PURPOSE

The purpose of this compact is to:

- (a) allow member states to expediently grant a temporary license to eligible licensees moving to their state;
- (b) allow eligible licensees moving to a member state time to meet the licensure requirements of the destination state while practicing their occupation;
- (c) increase the mobility of professional licenses, safeguard the health and safety of the public, and enhance the workforce in member states.

SECTION II. DEFINITIONS

In this compact:

- (a) “Applicant” means a natural person who has submitted an application to a member state for a temporary license.
- (b) “Background check” includes a criminal background investigation and a national criminal history record check.
- (c) “Destination state” means the member state in which a temporary license is sought.
- (d) “Member state” means a state that has enacted the compact.
- (e) “Military spouse” means a person whose spouse is a member of the United States Armed Forces that is on active duty and stationed in the destination state.
- (f) “Professional License” or “License” means any state issued credential that authorizes a natural person to work in a given profession, which would be unlawful without the authorization of a state licensing authority.
- (g) “State” means any state, commonwealth, district, or territory of the United States.

- (h) "Temporary license" means an unrestricted license granted by a member state to an eligible professional through the process set forth in the compact.
- (i) "Unrestricted license" means a license that is not conditioned on that particular licensee's agreement to limit the scope of his or her professional work or to engage in additional requirements or protocols specific to that licensee.

SECTION III: CONTENTS OF APPLICATION AND FEES

An application for a temporary license shall include the following:

- (a) The applicant's full name;
- (b) A list of all states in which the applicant holds a professional license; and
- (c) A statement by the applicant that he or she:
 - i. holds a valid, full, and unrestricted license in a member state; and
 - ii. is in good standing, as set forth in Section IV, with every other state in which the individual is licensed.

The licensing authority may request identifying information such as an applicant's date of birth, social security number, or state license number. The destination state's licensing authority may charge fees comparable to other fees charged by that licensing authority.

SECTION IV: ISSUANCE OR NON-ISSUANCE OF TEMPORARY LICENSE

An applicant seeking a temporary license shall submit a complete application to the licensing authority of the destination state. The licensing authority of the destination state, or its agent, shall issue the temporary license within 30 days of receipt of a complete application unless it determines that the applicant: (1) does not possess a valid, full, and unrestricted license issued by a member state; (2) is not in good standing in all states in which the applicant is licensed; or (3) is ineligible due to a disqualifying record identified during a background check. An applicant is considered to be in good standing with a state licensing authority if the licensee is not under

active investigation, has not been the subject of an unfavorable determination in a disciplinary action two years prior to the date of the application, and has no pending disciplinary actions before the authority. A licensing authority may only conduct a background check if it is otherwise authorized to do so. Based on the results of a background check, a licensing authority may find an applicant ineligible for a temporary license only if it would similarly find an applicant for a regular license ineligible. An applicant who fails to meet the necessary requirements shall be issued a prompt ineligibility letter from the licensing authority of the destination state or its agent. Any applicant found to be ineligible may appeal the determination pursuant to chapter 1-26.

SECTION V: DUTIES OF MEMBER STATES

Upon request, each member state shall provide another member state with the following information within 10 days:

- (a) whether a licensee possesses a valid, full, and unrestricted license; and
- (b) whether a licensee is in good standing as set forth in Section IV.

Further, a destination state may notify a member state when the destination state grants a temporary license based on an individual's licensure within that member state. If so notified, the member state shall promptly inform the destination state if it takes adverse action against such licensee.

SECTION VI: OPT OUT

Any member state may decline to afford reciprocity to active licensees from another member state for a particular occupation by enacting legislation finding that the requirements for such licenses in the relevant member state are inadequate to protect the public health and safety.

SECTION VII: TERMS OF TEMPORARY LICENSE

The temporary license shall be for a term of eighteen months unless the applicant is a military spouse. If the applicant is a military spouse the temporary license shall be for a term of two years. A temporary license is non-renewable except that any member state may decide to make temporary licenses for any or all occupations renewable by statute. An individual holding a temporary license is authorized to work as a licensed professional in the destination state consistent with all applicable laws and regulations of the destination state and the licensure authority that issued the temporary license.

SECTION VIII: JURISDICTION OVER LICENSEES

An individual issued a temporary license by a destination state automatically submits himself or herself to the jurisdiction of the licensing authority of the destination state. Other member states, however, retain jurisdiction to impose adverse action against their own licensees.

SECTION IX: STATE LAW SUPERSEDED

All member states' laws, except for state constitutions, are superseded by the Interstate Compact for the Temporary Licensure of Professionals to the extent of a conflict. The option of temporary licensure that this Compact creates is intended to coexist with the option of permanent licensure that may be created by other interstate licensing compacts specific to a profession, and whenever possible this Compact should be interpreted so as to imply no conflict between it and any other licensing compact. Nothing in this compact shall be construed to limit the ability of a licensing authority to issue a license pursuant to a state or federal law that allows for issuance of licenses in a more expedited manner.

SECTION X: EFFECTIVE DATE

Any state is eligible to become a member state. The compact shall become effective and binding upon legislative enactment of the compact into law by no less than two states. The

initial effective date shall be the later of July 1, 2018, or upon the date the law is enacted in the second jurisdiction to join the compact. Thereafter it shall become effective and binding as to any other member state upon the date the law becomes enacted in that state.

SECTION XI: WITHDRAWAL

Any member state may withdraw from this compact by specifically repealing the statute that enacted the compact into law. The effective date of the withdrawal is the effective date of the repeal. Temporary licenses issued by the member state prior to the withdrawal date shall not be affected by withdrawal.

SECTION XII: INSUBSTANTIAL DIFFERENCES

The validity of this compact shall not be affected by any insubstantial differences in its form or language as adopted by any member state.