



# Board of Funeral Service

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## DRAFT BOARD MINUTES FOR NOVEMBER 17, 2022 BOARD MEETING TELECONFERENCE

Members Present: James Jones, Vice-President  
Chad Osthus, Secretary/Treasurer  
Michael Carlsen, Member  
Bart Fredericksen, Member  
Shawna Flax, Dept. of Health (Non-voting member)  
Sharel Delzer, Lay Member

Members Absent: Randy Brennick, President

Others Present: Carol Tellinghuisen, Executive Secretary  
Brooke Tellinghuisen Geddes, Executive Assistant  
Abby Rehorst, Executive Assistant  
Megan Borchert, Attorney General's Office  
Jacob Dempsey, Attorney General's Office  
Mariah Pokorny, Director of Accreditation and Reporting, DOH  
Jasper Diegel, SDFDA

**Call to Order/Welcome and Introductions:** Vice-President Jones called the meeting to order at 3:02 p.m. MDT.

**Roll Call:** Jones asked Tellinghuisen Geddes to call the roll. Jones, yes; Osthus, yes; Carlsen, yes; Delzer, yes; Flax, yes; Fredericksen, yes. A quorum was present.

**Corrections or additions to the agenda:** None

**Approval of the agenda:** Osthus moved to approve the agenda. Fredericksen seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Public Comment:** None.

**Approval of the minutes from August 25, 2022:** Carlsen made a motion to approve the minutes from August 25, 2022. Delzer seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Pokorny Announcement:** Pokorny announced her new position within the Department of Health as the new liaison between licensure boards and DOH. The Board expressed their gratitude for Pokorny's contributions to the Board. The Board also congratulated Pokorny on her new role with the DOH. Pokorny introduced Flax as the new non-voting member for the Board.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-end figures as of October 31, 2022: revenue of \$30,331.53; expenditures of \$28,607.09 and a cash balance of \$122,842.70. Tellinghuisen Geddes reminded the Board that the bulk of revenue comes in after October due to the timing of the renewal period.

**Online Renewal Update:** Tellinghuisen Geddes updated the Board on the use of the new online renewal system. The majority of renewals are coming in online and things have been going well with the new system.

**Association Cremation Bill:** Diegel from the Association presented the Bill to the Board. The Board and legal counsel raised concerns regarding creation of a new certification, the lack of disciplinary authority or references to the Uniform Complaint Procedure, changes in reporting requirements, the lack of clear inspection authority, and general concern relating to the Board's legislative authority to establish standards, provide inspections, and establish licensure standards being usurped. The Board was advised not to take a position from the DOH and Diegel noted the Association will move forward with or without support from the Board. The Board also raised concerns about having to quickly go through the rules promulgation process as a result of the bill if the Association moves forward. Pokorny and the board office reiterated that the Board cannot vote to support the bill without a final introduced bill that has been reviewed by DOH.

**Update on Annual Inspections:** Jones stated that he is done with his part of the inspections. Fredericksen and Carlsen are actively working on the remaining inspections and are set to be done before the end of the year.

**Schedule Next Meeting:** The next meeting is scheduled for May 10, 2022 in Watertown, SD.

Osthus made a motion to enter executive session at 3:53 p.m. MST. Fredericksen seconded the motion.

**MOTION PASSED** by unanimous voice vote.

The Board exited executive session at 4:04 p.m. MST.

Delzer made a motion to approve the consent order presented by Borchert to accept the voluntary surrender of Taylor C. Oster's South Dakota Funeral Director/Embalmer license and to accept the transfer of funeral establishment licenses to Charles R. Rooks. Osthus seconded the motion. **MOTION PASSED** by roll call vote Jones, abstain; Osthus, yes; Carlsen, yes; Delzer, yes; Fredericksen, yes.

Complaint #170 is pending.

Carlsen exited the call at 4:06 p.m. MST.

Dempsey asked the Board to take a vote on whether to include the Board Office as part of the investigative committee on complaints. Osthus made a motion to include the Board Office as part of the investigative committee. Fredericksen seconded the motion. **MOTION PASSED** by roll call vote: Jones, yes; Osthus, yes; Fredericksen, yes; Delzer, yes.

Osthus made a motion to adjourn the meeting at 4:09 p.m. MST. Frederickson seconded the motion. **MOTION PASSED** by unanimous voice vote.

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.