



# MCB

OREGON MORTUARY & CEMETERY BOARD

Regulating Death Care Facilities & Practitioners in Oregon.

## EXECUTIVE DIRECTOR'S REPORT for July 2013

### Overview

This report covers the period from May 22 2013 to July 16 2013.

### Administrative

#### **2011 - 2013 Biennium Budget (July 2011 through June 30 2013)**

The following chart includes a summary of the total expenses against the 2011 - 2013 budget plan, starting with the first month, July 2011, through the most current reconciled available. Detailed reports are available for review at the Board office.

There will be one more report for the 11-13 biennium (month 13 reconciliations and final audited financials).

	2011 - 2013 Plan (Total Budget approved by Legislature)	Biennium to Date (Actuals to Date, <b>June 2013</b> )	Budget Pace <b>99%</b>
Beginning Cash Balance	\$ 128,808.00	\$ 341,518.29	
Revenues	\$ 1,474,120.00	\$ 1,434,140.51	<b>97%</b>
<b>Total Projected Avail Revenue</b>	<b>\$1,602,928.00</b>	<b>\$1,775,658.8</b>	
Personal Services	\$ 967,777.00	\$ 907,003.37	
Services & Supplies	\$ 353,217.00	\$ 229,504.13	
<b>Total Expenses</b>	<b>\$ 1,320,994.00</b>	<b>\$1,136,507.50</b>	<b>86%</b>
Ending Cash Balance	Projected end of Bi \$ 281,934.00	Current Balance* <b>\$ 639,151.30</b>	

\* Does not factor remaining expenses for biennium

### Staffing

We are pleased to welcome Valerie Samuels as our new part-time Office Assistant, who joined us July 1<sup>st</sup>. Valerie Samuels has many years in administration, customer service and medical science. She is a Portland native and looks forward to gaining new and unique experiences with the board.

**Operational Summary Statistics**

Type of License	May 21 2013	July 16 2013	Trend	Change
Death Care Consultants	0	0	—	0
Embalmer Apprentices	35	38	▲	3
Funeral Service Practitioner Apprentices	56	55	▼	(1)
Interns	18	7	▼	(11)
Embalmers (Embalmer Only)	22	25	▲	3
Funeral Service Practitioners (FSP Only)	176	175	▼	(1)
Combination License: Embalmer	403	404	▲	1
Combination License: FSP	403	404	▲	1
Military Combination License: Embalmer	0	0	—	0
Military Combination License: FSP	0	0	—	0
Preneed Salespeople	227	238	▲	11
Funeral Establishments	194	194	—	0
Immediate Disposition Companies	8	8	—	0
Crematoriums	65	65	—	0
Cemeteries, Operating	470	471	▲	1
Cemeteries, Registered Non-Operating	48	48	—	0
Removal Registrations	26	26	—	0
Alternative Disposition Facilities	0	1	▲	1
<b>Combined Total of all Licenses, Registrations:</b>	<b>2151</b>	<b>2159</b>	<b>▲</b>	<b>8</b>

**Licensing Exam Histories:**

FSP Exam Date	Pass Rate			Score Range	
	Passed	Failed		Highest Score	Lowest Score
January 25 2013	2	4	33%	88.0%	52.5%
November 21 2012	3	1	75%	86.0%	73.5%
July 23 2012	9	4	69%	90.0%	66.5%
January 23 2012	4	3	57%	91.5%	69.5%
October 28 2011	8	2	80%	90.0%	68.0%
July 28 2011	14	5	74%	84.0%	58.0%
January 28 2011	5	3	63%	80.0%	62.0%
October 20 2010	0	1	0%	72.0%	72.0%
July 28 2010	9	2	82%	92.0%	57.5%
April 14 2010	4	0	100%	83.0%	82.0%
January 27 2010	3	4	43%	81.5%	70.0%
October 27 2009	3	2	60%	86.0%	69.0%
July 29 2009	13	2	87%	89.5%	67.0%
January 28 2009	6	2	75%	86.0%	64.5%

**Licensing Exams continued:**

DCC Exam Date	Pass Rate			Score Range	
	Passed	Failed		Highest Score	Lowest Score
January 25 2013	0	1	0%	0.0%	63%
July 23 2012	0	2	0%	54.5%	52.0%
January 26 2011	0	0	0%	0.0%	0.0%
October 20 2010	1	0	100%	76.0%	76.0%

**Licensing Transactions Executed Pursuant to Delegated Authority:****1 Permanently Lapsed Licenses, with effective date:**

None.

**2 Unqualified Applicants - None.****3 Licenses Inactivated, with effective date:**

**a Barton, Jeffrey C, AE-3233 and AF-2069** under Jeffrey L Musgrove, July 31 2013. (Due to reaching maximum length of both apprenticeships. An FSP apprenticeship will not be granted to any person for a period longer than 48 aggregate months. When an apprentice has completed their apprenticeship, they will no longer be licensed as an apprentice, but must qualify as a licensed funeral service practitioner. An embalmer apprenticeship shall be completed within 48 aggregate months, excluding time lost as provided in Oregon Revised Statutes (ORS) 692.190(7). Extensions of the 48 aggregate month period for completion of an embalmer apprenticeship may be granted by the Board due to extenuating circumstances beyond the control of the apprentice.)

**b Glenn, Matthew Paul, PN-9036, May 23 2013.**

**c Fiebelkorn, Dianne G, AF-2160** under Bret D Benzley, March 3 2013.

**d Brouwer, Kristina A, AF-2190** under Lyn M Matteson, May 25 2013.

**e Camp, Christopher M, AE-3181 and AF-1997** under John S Springer, June 8 2013.

**f Klukovitch, Mark Richard, AF-2187** Randy G Tjaden, May 31 2013.

**g Buckner, Cindy Dawn, AF-2177** under Cherí H Bobeda, June 16 2013.

**h Caswell, Dwight A, AF-2185** under Thomas D Preston, June 25 2013.

**i Preston, Thomas D, AE-3314** under Elizabeth J Hylton, June 28 2013.

**j Elliott, Laurie A, FS-0437, July 5 2013.**

**AD:** Alternative Disposition Facility; **AE:** Apprentice Embalmer; **AF:** Apprentice FSP; **CE:** Cemetery; **CM:** City owned Cemetery; **CO:** Combination Embalmer and FSP; **CR:** Crematory; **CS:** Special Tax District owned Cemetery; **CY:** County owned Cemetery; **DC =** Death Care Consultant; **EM:** Embalmer; **FE:** Funeral Establishment; **FS:** Funeral Service Practitioner; **IP:** Intern Permit; **PN:** Preneed Salesperson; **RR:** Removal Registration.

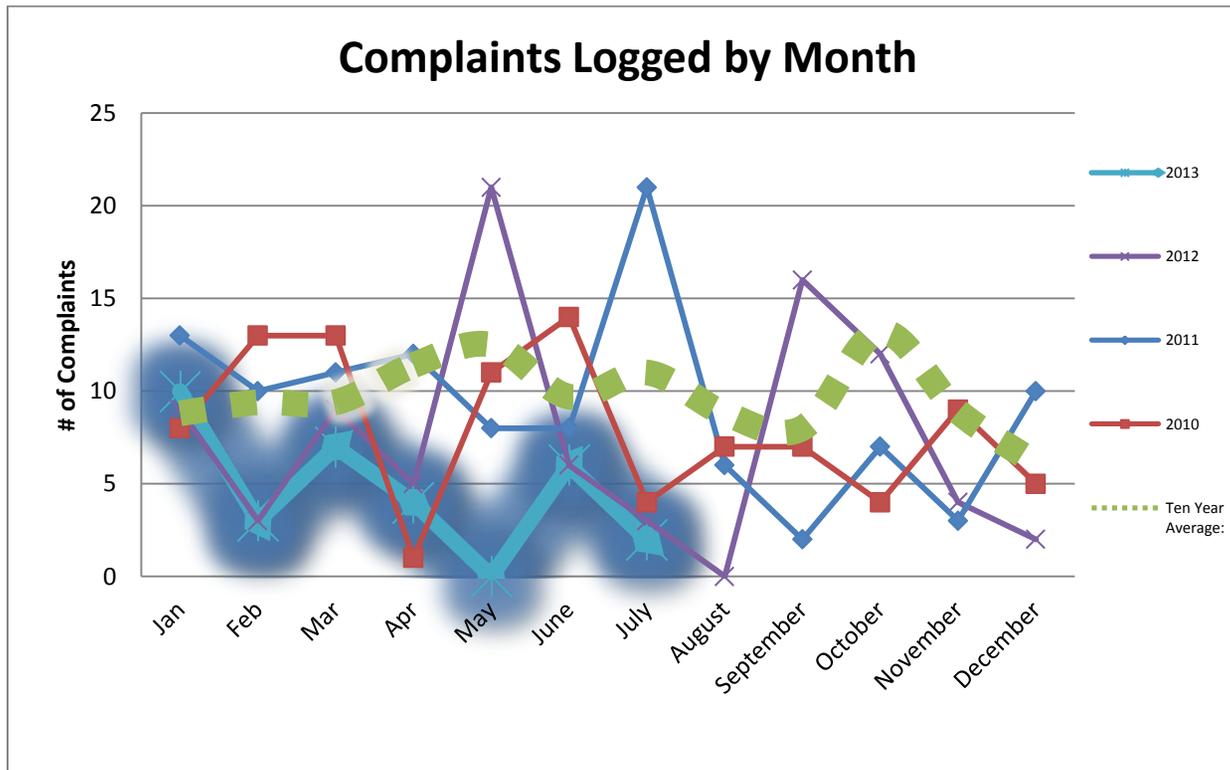
**4 Licenses Suspended: None.****5 Facility License Surrendered: None.****6 Licenses Revoked: None.**

**Inspections**

Inspectors	2	3	4		2	2.5	3	4
Jan-06		20			Jul-10	21		
Mar-06		24			Sep-10	27		
May-06		22			Nov-10	40		
Jul-06		36			Jan-11	22		
Sep-06		28			Mar-11	28		
Nov-06			69		May-11	23		
Jan-07			45		July-11	35		
Mar-07			56		Sep-11	22		
May-07			43		Nov-11	33		
Jul-07			44		Jan-12	45		
Sep-07		39			Mar-12	7		
Nov-07		53			May-12	23		
Jan-08		50			Jul-12	32		
Mar-08			28		Sep-12	38		
May-08			28		Nov-12	53		
Jul-08		14			Jan-13	22		
Sep-08		23			Mar-13	34		
Nov-08	23				May-13	21		
Jan-09	11				July-13	43		
Mar-09		30						
May -09		16						
Jul-09		25						
Sept-09		20						
Nov-09		26						
Jan-10		12						
Mar-10		20						
May-10	11							

NOTE: Inspectors = Compliance Manager and Compliance Specialist (In some bi-monthly periods, CM may have conducted very few or no inspections, but is still counted as FTE for consistency)

NOTE: This new graph looks at complaints logged in a given month. These numbers do not reflect basic inquiries or nor do they reflect complexity or status of the cases. These numbers reflect logged complaints from all sources. The average line represents an 10 year average.



Investigations

INVESTIGATIVE CASES	With ABC's	Without ABC's
<b>Total Cases Open</b>	<b>116<sup>1</sup></b> <b>(96)<sup>2</sup></b>	<b>64<sup>1</sup></b> <b>(47)<sup>2</sup></b>
<b>Pending an Investigative Report</b>	<b>37</b> <b>(43)</b>	<b>20</b> <b>(21)</b>
<b>Completed Investigative Report, presented 03/19/2013</b>	<b>14</b> <b>(6)</b>	<b>7</b> <b>(3)</b>
<b>Completed Investigative Report, Issued Notice of Denial, Pending Default Order or Hearing</b>	<b>0</b> <b>(5)</b>	<b>0</b> <b>(2)</b>
The Investigation / Report is complete – The Staff presented the Case to the Board – The Board voted to initiate Disciplinary or Denial Action – Case is now pending:		
<i>Notice of Proposed Disciplinary or Denial Action</i>	<b>54</b> <b>(29)</b>	<b>30</b> <b>(12)</b>
<i>Order</i>	<b>9</b> <b>(11)</b>	<b>6</b> <b>(8)</b>
<i>Board Decision pending more information (tabled cases)</i>	<b>2</b> <b>(2)</b>	<b>1</b> <b>(1)</b>
<i>Contested Case Hearing</i>	<b>0</b> <b>(0)</b>	<b>0</b> <b>(0)</b>
<sup>1</sup> Figures effective on July 15, 2013		
<sup>2</sup> Figures from May 28, 2013 ED Report are in parenthesis		
INVESTIGATIVE CASES - AGING REPORT	With ABC's	Without ABC's
<b>Total Cases Pending an Investigative Report</b>	<b>37</b> <b>(43)</b>	<b>20</b> <b>(21)</b>
<b>Cases Opened in last 0-30 days</b>	<b>4</b>	<b>2</b>
<b>Cases Opened in last 31-60 days</b>	<b>1</b>	<b>1</b>
<b>Cases Opened in last 61-90 days</b>	<b>0</b>	<b>0</b>
<b>Cases Opened in last 91-120 days</b>	<b>5</b>	<b>5</b>
<b>Cases Open more than 120 days</b>	<b>27</b>	<b>12</b>
<b>REQUEST FOR EXTENSION:</b> Cases received over 60 days ago (shaded above) require the Board to consider voting to extend the time allowed for an investigative report pursuant to ORS 676.165.		

NOTE: Approval of the Executive Director's Report, and the Aging Report listed here, includes approval of an extension of case reporting for up to an additional 60 days under ORS 676.165.