

OREGON MORTUARY AND CEMETERY BOARD MEETING

State Office Building / 800 NE Oregon Street, **Room 1A**, Portland, Oregon 97232
971-673-1507 phone / 971-673-1501 fax
www.oregon.gov/MortCem

MAY 29, 2008 - SESSION AGENDA

(Revised May 28, 2008)

General Session 9:30 am/Executive Session 9:31 am/**General Session 11:00 am**/Executive Session 12:45 pm

- I. Call to Order
- II. General Session
- III. Executive Session as authorized by ORS 192.660(2)(a), (b), (f), (h), (i) and / or (k)
 - * A. Inspection Report
 - B. Cases Pending
 - * C. New Cases
 - D. Advice of Counsel
- IV. General Session
 - A. Approval of Draft Meeting Minutes
 - * General Session Meeting Minutes - March 25, 2008
 - B. President's Issues
 1. Public Comment
 2. Executive Director Recruitment Update
 3. Consumer-Industry Advisory Committee Update
 - C. Executive Director's Issues
 - * 1. Amendment to Death Certificate Filing Fee Legislative Concept
 - a. Memo to Board, dated May 22, 2008
 - b. Memo to Board, dated January 15, 2008
 - c. Draft 2009-11 Essential Budget Level Spreadsheet
 - d. Amended Draft 2009-11 Essential Budget Level Spreadsheet
 - 2. Current Cash Balance Situation
 - * 3. Best Practice Performance Measure for Governing Boards and Commissions
 - a. Memo to Board, dated May 22, 2008
 - b. Best Practice Training Guide
 - c. Sample Performance Measure Worksheet
 - * 4. Boards & Commissions Ethics Law Summary

(general session agenda 20080529 revised for handout 20080529.doc)

* Indicates new material in your packet.

** Indicates additional agenda item (handout distributed at Board meeting) since packet was issued.

Refreshments provided for Board members and guests.

D. Investigations

1. Pending Cases

None.

2. New Cases, Consent Agenda (No Report of Investigation is included in Board packet.)

**	a.	2008-1021	Bill	
	b.	2008-1022	Bill	
**	c.	2008-1024	Merill	
**	d.	2008-1025	Merill	

3. New Cases

*	a.	2007-1012A,B	Merill	
*	b.	2008-1006	Merill	
*	c.	2008-1018	Bill	
*	d.	2008-1019A,B	Bill	

E. Licensing

1. Special Requests

* Pauley, Nathan - Request for Board Approval of his FSP apprenticeship while enrolled as part-time student in a funeral service education program.

2. Request for Transfer of Apprenticeships

None.

3. Request for Leave of Absence from Apprenticeship (maximum total is 12 months)

Gray-Craig, Linda, AE & AF, effective May 1, 2008.

4. Approval of Apprentice Applications

- a. Harper, Jill M, AE to Gatchell, Ernest A, effective 04/07/2008.
- b. Baker, James A, AE to Powell, Mark E, effective 04/14/2008.
- c. Cabeceiras, Scotti J, AF to Nudd, Byron C, effective 04/08/2008.
- d. Baker, James A, AF to Powell, Mark E, effective 04/14/2008.

- e. Van Patten-Dunn, T S, Intern to Hinton, David E, effective 04/03/2008.
- f. Hunter, Adrien H, Intern to Baldwin, Palmer C (Paul), effective 04/09/2008.
- g. Power, Kelly S, Intern to Perkins, Christina Westin, effective 04/07/2008.
- h. Sanchez, Chriz D, Intern to Gerbish, Andrea Dawn, effective 04/14/2008.
- i. Hartman, LaRae A, AE to Gerbish, John C, effective 04/28/2008.
- j. Vogelpohl, Roger M, AF to Lindsey, Leonard D, effective 04/30/2008.
- k. Centeno, Fernando, AE and AF to Phelps, Erin D, effective 05/22/2008.

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5. Approval of New Funeral Service Practitioner (FSP)

- a. Jones, Guinevere A, effective 03/27/2008.
- b. Olsen, Elizabeth M, effective 04/24/2008.

6. Approval of New Embalmer

Connors, Judith J, effective 04/04/2008.

7. Approval of Reciprocity Applications

None.

** (k-s) 8. Approval of New Preneed Salesperson Registration Certificates:

- a. Kodak, Maksim V, eff. 03/27/08.
- b. McDonald, John P, eff. 04/10/08.
- c. Hester, Christy D, eff. 04/10/08.
- d. Cordonier, Daniel, eff. 04/10/08.
- e. Bowman, Cory D, eff. 04/14/2008.
- f. Kent, Arthur R, eff. 04/21/2008.
- g. Blakesley, Jeffrey S, eff. 04/21/08.
- h. Ridenour, Daniel P, eff. 04/30/08.
- i. King, Laura S, eff. 05/01/2008.
- j. Kennedy, Shannon, eff. 05/16/08.
- k. Hogan, David P, eff. 05/22/2008.
- l. Conerly, William M, eff. 05/22/2008.
- m. Oesch, Dana D, eff. 05/22/2008.
- n. Carmichael, James E, eff. 05/22/08.
- o. Loose, Connie Lou, eff. 05/22/2008.
- p. Elliott, Lori L, eff. 05/22/2008.
- q. Burns, Susan B, eff. 05/22/2008.
- r. Mann, Johanna L, eff. 05/23/2008.
- s. Garrison, Timothy L, eff. 05/23/08.

9. Approval of New Establishment Licenses

a. Funeral Establishment

<p>1. Sisters Funeral Home LLC dba Autumn Funerals, La Pine 51636 Huntington Road La Pine OR 97739</p> <p>Initial license.</p>	<p>Temporary Authority to Operate granted March 28, 2008, pending Board approval.</p>
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<p>2. Groulx Family Mortuary Inc dba Groulx Family Mortuary 25381 Wonderly Road Rainier OR 97048</p> <p>Initial license.</p>	<p>Temporary Authority to Operate granted April 22, 2008, pending Board approval.</p>
<p>3. Ten Redwoods LLC dba Sunset Hills Funeral Home 4810 South Willamette Street Eugene OR 97405</p> <p>Initial license.</p>	<p>Temporary Authority to Operate granted May 5, 2008, pending Board approval.</p>

b. Certificate of Authority to Operate a Cemetery

<p>Beaver Community Church dba Beaver Community Church Cemetery Blaine Road Beaver OR 97108</p> <p>Reapplication due to allowing license to permanently lapse 12/31/2000 (did not renew for 2001 / 2002).</p>	<p>Temporary Authority to Operate granted March 27, 2008, pending Board approval.</p>
<p>** The Calvary Baptist Church of Salem Oregon dba The Calvary Baptist Church of Salem Oregon Columbarium 1230 Liberty Street SE Salem OR 97302</p> <p>Initial license.</p>	<p>Temporary Authority to Operate granted May 23, 2008, pending Board approval.</p>

c. Certificate of Authority to Operate a Crematory
 None.

d. Immediate Disposition Company

<p>Alpha Cremation Service LLC dba Alpha Immediate Cremation and Burial Service 653 A Street Springfield OR 97477</p> <p>Initial license.</p>	<p>Temporary Authority to Operate granted May 5, 2008, pending Board approval.</p>
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10. Facility Location Change(s)

None.

11. Name Changes

None.

12. Certificate of Removal Registration

Green Hills Memorial Gardens Inc dba Cascade Northwest Funeral Chapel 1939 Mount Brynion Road Kelso WA 98626	State of Washington verified that this is a licensed funeral home and license number is 368. Applicant has stipulated that there are two shareholders: Forest Chu = 75% and Richard Gale = 25%
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F. Information Related

1. Permanently Lapsed Licenses as of April 1, 2008 (Failed to renew for 2008 / 2009)

Albrich, Lawrence O:	CO-3004	McGill Jr, H Sydney:	FS-0176
Angier, Tammy J:	FS-0504	McIntire, Richard L:	CO-3637
Baird, Robert W:	FS-0476	Nordquist, Susanne L:	FS-0205
Baker, Dennis R:	EM-2197	Peters, Steven M:	CO-3480
Baker, Shirlene A:	FS-0117	Points, Charles R:	CO-3310
Burns, Alerita J:	FS-0014	Proffitt, Rosaleen M:	FS-0082
Clausen, Robert E:	CO-3082	Rainey, Jess E:	CO-3645
Crabtree, Vicki S:	FS-0446	Robb, Kyle R:	CO-3747
Doerksen, N Ralph:	CO-3109	Roth, Brenda K:	FS-0400
Egbert, Wayne A:	FS-0505	Schmidt, Brandon P:	CO-3738
Erdman, Daryl G:	CO-3655	Sherwood, William A:	CO-3356
Farrington, Kimberly E:	CO-3724	Sisson, S Brian:	CO-3819
Fowler, Gregg G:	CO-3126	Taylor, Phillip E:	CO-3787
Godfrey, Dustin R:	CO-3796	Thompson, Lyle M:	CO-3389
Gottsacker, Melvin R:	EM-2196	Tuning, Douglas A:	CO-3782
Halbeisen, Brian M:	CO-3691	Turner, Dale A:	CO-3397
Hovey, Phill W:	CO-3803	Tweddell, Steven D:	EM-2177
Humpherys, David L:	CO-3540	Unger, James P:	CO-3398
Kaser, Loretta A:	FS-0433	Van Gorder, Richard C:	FS-0336
Kinner, Leon E:	CO-3210	Waller, Raymond L:	FS-0114
Lienkaemper, Norma Jean :	FS-0051	Webber, Pamela S:	CO-3418
Lucas, Glenda G:	CO-3629	Whipkey, Robert L:	CO-3427
Major, Jay E:	CO-3508	Wolfer, Kenneth L:	CO-3441
McCafferty, Estelle M:	FS-0342	Zeller Jr, Anton R:	CO-3559

2. Unqualified Applicants

None.

3. Licenses Inactivated

- a. Western Management Services LLC dba
Wilhelm Crematory, CR-0729
6637 SE Milwaukie Avenue
Portland OR 97202

Closed April 1, 2008, per letter received May 2, 2008.

- b. Western Management Services LLC dba
Wilhelm Funeral Home, FE-8578
6637 SE Milwaukie Avenue
Portland OR 97202

Closed April 1, 2008, per letter received May 2, 2008.

- c. **Bourlin, Peter G**, PN-8592, effective April 10, 2008.

G. Miscellaneous

- V. Executive Session as authorized by ORS 192.660(2)(a), (b), (f), (h), (i) and / or (k)

For the purpose of interviewing candidates for the Executive Director position.

- VI. General Session

- VII. Adjournment

This proposed agenda subject to last minute changes without prior notice.