MCB
OREGON MORTUARY & CEMETERY BOARD
Regulating Death Care Facilities & Practitioners in Oregon.

April 14, 2026, General Session Meeting Minutes - Approved July 14. 2026

Board Members Present: Robert **Gaskill** President; Ruggiero **Canizares,** Vice President; Melissa **Porter** Secretary / Treasurer; Craig **Collins**; Debra **Harris**; Holly **Houston,** Elizabeth **Johnson,** Brady **Leder,** Neal **Naigus.**

Board Members Absent: Kevin **Loveland; Vacant position**

Staff Members Present: Chad **Dresselhaus**, Executive Director; Aaron **Cowell,** Education and Compliance Manager; Marianne **Itkin**, Investigator; Greg **Brown,** Compliance Specialist, and Catriona Angela **Nelson**, Compliance Specialist; Ryan **Christopher**, Office & Licensing Manager; Sylvie **Huhn,** Program Administrator Indigent Disposition Fund; and Tony **Des Champs**, AAG

Staff Members Absent: None

Guests: Haley **Royer,** Funereal Service Practitioner**;** Haylee **Morse-Miller,** Legislative Fiscal Office**;** Olivia **Oregon,** Funereal Service Practitioner**;** Marc **Lund,** Combination FSP/ Embalmer; Serena **Trexler,** Combination FSP/ Embalmer; Chelsea **Chick,** Combination FSP/ Embalmer.

I Call to Order

The General Session of the Mortuary and Cemetery Board (Board) was called to order at 9: 04 am, online via Microsoft Teams.

II Roll Call

Staff member Christopher took roll call.

III General Session

A Approval of General Session Meeting Minutes

- **November 12, 2025**

President Gaskill asked if there was a motion to approve the Minutes. He recognized member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked those in favor to signify by saying aye. All others were aye, and the motion passed unanimously. Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.

- **January 20, 2026**

President Gaskill asked if there was a motion to approve the Minutes. He recognized member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked those in favor to signify by saying aye. All others were aye, and the motion passed unanimously. Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.

B. President's Comments
President Gaskill briefly welcomed everyone to the meeting. He had no other comments.

C. Presentation and Approval of Executive Director's Report for April 14, 2026
Director Dresselhaus briefly described details of the report. He stated that the agency has a good, strong cash balance reserve and that we are required to have at least a six-month reserve.

He asked Sylvie to provide an explanation regarding a error in the Indigent Disposition Program details of the report.

Staff member Huhn explained that there was a miscalculation resulting in an inaccurate report during October 2025 and January 2026 Board meetings. She apologized for the error.

President Gaskill asked if there was a motion to approve the Executive Directors Report. He recognized member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked those in favor to signify by saying aye. All others were aye, and the motion passed unanimously. Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter

D. Public Comments
There were none.

E. General Discussion & Action Items
1. Standing Item:
a. Board Best Practices 2 min. Check In for FY 2025 (July 2025 – June 2026)
Director Dresselhaus briefly discussed this agenda item.

2. Election of Board Officers
Member Naigus stated that the committee nominates the current Board officer to remain in their current positions.

Director Dresselhaus stated that the nominating committee nominated President Gaskill to remain as President. He asked those in favor to signify by saying aye.
Those voting in favor: Members Canizares, Collins, Harris, Houston, Johnson, Leder, Naigus, Porter.
Abstaining: Gaskill.

Director Dresselhaus stated that the nominating committee nominated Vice-President Canizares to remain as Vice-President. He asked those in favor to signify by saying aye.
Those voting in favor: Members Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter
Abstaining: Canizares

Director Dresselhaus stated that the nominating committee nominated Secretary/ Treasurer Porter to remain as Secretary/ Treasurer.
He asked those in favor to signify by saying aye.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus.
Abstaining: Porter

Roll Call vote was taken to confirm the above.

3. License Renewal Update
Staff Member Chirstopher gave a brief update regarding the renewal details.

4. Gold Star Certificate for Fiscal Year 2025
Director Dresselhaus briefly discussed this topic.

5. RAC reconvening regarding Apprentice requirements per 692.190(5) Update
Director Dresselhaus mentioned this agenda item per the Board's direction from January 2025, is still on the radar but this has been postponed due to more pressing matters.

6. Administrative Rulemaking - Staff Proposal - Board Direction January 2025 Update
Director Dresselhaus mentioned this agenda item per the Board's direction from January 2025, is still on the radar but this has been postponed due to more pressing matters.

7. OMCB Newsletter
Director Dresselhaus stated that he thought this will go out tomorrow.

8. Upcoming OFDA Convention
Member Johnson provided details for this topic.

9. Indigent Disposition Program (IDP): 2025 Year in Review
Director Dresselhaus described the details of this report.

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those opposed: None.

Those abstaining: None.

10. Accounts Receivable Update
Staff member Cowell discussed details of this topic.

He stated that for most of 2025, there wasn't a compliance manager to work on board disciplinary actions or the follow-up processes to collect civil penalties. Once he started, there was a significant amount of work to do and a lot to learn. He discovered a case from 2023, 8 from 2024 and 29 cases from 2025, which didn't have notices of proposed disciplinary actions prepared or sent to respondents. All these cases, except for the two you'll hear in executive session, were closed by consent orders. There were no final default orders required to be issued, and no respondent was sent to collections. Two respondents asked for payment plans and Executive Director Dresselhaus approved their requests. Ultimately, both respondents paid in full on the date their first payment was due. Cumulatively, we've collected $50,625 in civil penalties owed from these cases. That does not include the two that will be before you in executive session today. Also, he's been getting caught up with the Department of Revenue Collections work and the accounts receivable processes. Today, he requests on behalf of the agency that the board authorize Executive Director Dresselhaus to submit write-off certifications forms to remove uncollectible debt from our accounts receivables. The following cases have been identified by DOR as ROW. And ROW means that the debt has been through the complete collections process. Case 1 is for $1,000. Case 2 is for $20,000. Case 3 is for $12,000. And case 4 is kind of unique in that the debt was returned to OMCB when the Department of Revenue was notified that the respondent died more than two years ago, that debt write-off amount is $44,000. With the board's approval and DOR's approval of the write-off certifications, these debts will no longer appear as accounts receivable and not be identified as cash revenue in our financial projections or monthly account receivables reports the debt request today is for write-off certifications in the amount of $77,000.

Vice President asked for clarification on some of the details.

Staff member Cowell provided clarification.

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None.
Those abstaining: None.

11. Board Treasurer Annual Review of Finances (2025)

Secretary/ Treasurer Porter asked for clarification from Director Dresselhaus based on her review of the finances and recent discussions, as to whether the Board would need to enter into Executive Session to discuss this topic further.

Director Dresselhaus indicated that he wanted to keep these separate because what Secretary/ Treasurer Porter will be signing off on the calendar year of 2025, that everything's in order that has been presented because she received the monthly financial statements, et cetera, and that everything's just been done properly. He indicated the other issue was a separate one.

Secretary/ Treasurer Porter stated that with a review of the 2025 finances and stuff, everything appeared to be in order for her. She asked for a motion to accept the finances as they had been presented to her.

Member Canizares so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None.
Those abstaining: None.

12. OMCB's Projected Revenue Condition
Director Dresselhaus stated that we had determined that there is an issue with the agency's upcoming cashflow. He asked AAG DesChamps if this was something that he could fully disclose in general session or if this was something that needed to be held for executive session.

AAG DesChamps stated that he didn't know how that can go into executive under the limited items we can talk there about. He informed Director Dresselhaus that he could share it in public as long as he was fine with the public knowing that information.

Director Dresselhaus stated that while preparing the 2027-2029 biennial budget we identified a near term cashflow shortfall that will require action based on the projections and based on projections, it's anticipated that we will run out of cash from the administrative side by around September of this year. He stated that one factor contributing to the timing of this discovery is that our total cash balance is comprised of three components, Operations and administration, the IDP fund, and then accounts receivable, which can make it difficult to clearly distinguish available operating cash at a glance. He added that as we were preparing for our biennial budget by kind of separating the total cash balance that we have through operations, administration, IDP, and then the accounts receivable, we determined that the administrative part will potentially run out of cash by September.

He stated that when that was discovered he immediately reached out to our financial partners to determine the scope and the breadth. He stated that we had some discussions about potential next steps. He brought this to the attention of the Board officers for full disclosure. He indicated the determination was to immediately go to 100% virtual inspections, which we are doing to save on travel, lodging, etc. He stated that we are migrating to have all board meetings to be virtual until further notice and being very intentional about when we reach out to AAG for legal determinations and legal advice.

He stated that moving forward, after this board meeting, he will be scheduling multiple meetings to meet with our partners to determine what options there are to help to keep us above water, but also to establish the six month required cash reserve that is a necessity for us to continue operations.

He stated that the only other main factor that we have a control over is licensing fees, and pointed out that there has not been a licensing fee increase in 22 years.

He suggested scheduling a special board meeting in May where we will have specific options ready to present to the board to determine next steps. And then the board will vote and will allow us to do rulemaking because our licensing fees are in administrative rules.

Vice President Canizares asked for context when Director Dresselhaus was stating out of cash. He asked for clarification if that meant out of cash below the six month reserve as required or completely out of cash. He mentioned that the reserve cash administrative part was $423,000. He asked if we are going to evaporate that completely or are we going below the six month threshold by policy?

Director Dresselhaus stated that his understanding is we will be completely out of cash on the administrative side. No reserve, everything will be depleted.

Vice President Canizares stated something is eating that $423,000 from February to September to deplete it.

Director Dresselhaus confirmed that was his understanding and that he would have to determine what that specifically means from a monthly basis and cost.

Vice President Canizares indicated that he did his own analysis and that he did not see based on the running average, why we're going to evaporate the $423,000 funds. He stated that we are on average 20 to 25,000 on the red each operating month and he just doesn't see that going zero with a balance of $423,00 at the end of February. He stated that is very appalling for him that $423,000 as of end of February will go zero in September when we have a running average of deficit of 20 to 25,000 operating costs per month, average from 2023 July fiscal year.

Director Dresselhaus stated that a lot of this is basically restating what's been told to me. He indicated this warrants some more difficult questions about the calculations.

President Gaskill suggested tabling this conversation until we can get more information. He stated we need to get to the bottom of a few things that could happen somewhat in executive session and some in our special meeting that we're going to have later about this. He moved on.

13. Establish IDP Advisory Committee
Director Dresselhaus mentioned there has been discussions possibly of raising the death filing fee again and that it was just recently raised.

He stated we've been mentioning wanting to establish an IDP advisory committee for a few years now. And the purpose of that would be to evaluate the program basically from the foundation up. He stated it's an appropriate time for a committee to be established. He is seeking direction from the board to where he will send an open recruitment to licensees and interested persons to see who would be willing to serve on that committee. He stated he was seeking formal direction to begin to establish that committee.

Member Johnson indicated that she was interested in being on the committee.

Staff member Christopher stated that he wanted to make sure the Board and other interested persons were aware that there was a committee previously formed in 2020 to review Indigent Disposition Program from the foundation up.

President Gaskill stated that he thought board direction of just moving forward with this is a good idea.

14. Strategic Planning Session Follow-Up
Director Dresselhaus provided a recap of what we did for the strategic planning session and discussed details of the report that had been provided to the Board members.

Secretary/ Treasure Porter made a comment regarding disaster preparedness and Cascadia and a encouraged working towards a plan for OMCB.

Director Dresselhaus mentioned attending the fatality management work group. He suggested keeping this on our agenda for the next board meeting or two.

President Gaskill concluded the first portion of the general session at 10:15 am.

III Executive Session as authorized by ORS 192.660(2)(a), (b), (f), (h), (i) and / or (l)
At 10:37 am, President Gaskill directed the Board to enter into executive session. The executive session was held pursuant to ORS 192.660(2)(a), (b), (f), (h), (i) and / or (l). If present, representatives of the news media and designated staff would have been allowed to attend the executive session, but all other members of the audience would have been asked to leave the room. Representatives of the news media would have been specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. Note that no decision can be made in executive session. At the end of the executive session, the Board returned to open session. Executive session adjourned at 2:37 pm.

IV General Session

Secretary Treasurer Porter called the general session of the Board back to order at 2:47 pm. Roll Call was taken. Member Collins was not present for Roll Call but rejoined the meeting during the voting for approval of Executive Session Meeting minutes. All Board other members who were in attendance for the earlier general session were present. Guest Haylee Morse-Miller was also present.

F. Approval of Executive Session Meeting Minutes

- **November 12, 2026**

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None. Those abstaining: None.

- **January 20, 2026**

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None. Those abstaining: None.

G. Board Inspection Report (BIR)

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None. Those abstaining: None.

H. Licensing Actions Issued

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None. Those abstaining: None.

I. Special Request

- **a. Burris,** Tiffany: request for extension of apprenticeship period
- **b. MacLeod-Nord,** Ashli: request for extension of apprenticeship period

President Gaskill asked if there was a motion to approve this agenda item. He recognized Member Porter.

Member Porter so moved. Member Naigus seconded.
President Gaskill asked if there was discussion. Hearing none, he then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously.
Those voting in favor: Members Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Those voting no: None. Those abstaining: None.

J. Investigations

1. 25-1026C – Withdraw Prior Action
Moved: Porter; Second Naigus:
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 9 - 0.

25-1026C – No Action due to no violation of law
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 9 - 0.

2. 25-1035 – No Action due to no violation of law
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 9 - 0.

2. 25-1039 - Table
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.

Recused: None.
Motion Passes: 9 - 0.

3. **25-1040ABC – No Action due to no violation of law**
Moved: Porter; Second: Naigus
For: Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: Canizares, Collins.
Motion Passes: 7 - 0.

4. **25-1041 – Ratify**
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 9 - 0.

5. **25-1043 A1 – Action $250 civil penalty**
Violation of OAR 830-030-0090 in that in that 56 days passed between the death certificate being registered and being mailed to the complainant
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Leder, Naigus, Porter.
Against: None.
Recused: Johnson.
Motion Passes: 8 - 0.

25-1043 A2 – No Action due to no violation of law – Letter of Education
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Leder, Naigus, Porter.
Against: None.
Recused: Johnson.
Motion Passes: 8 - 0.

25-1043 B1 – Action $250 civil penalty
Violation of OAR 830-030-0090 in that 56 days passed between the death certificate being registered and being mailed to the complainant
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Leder, Naigus, Porter.
Against: None.
Recused: Johnson.
Motion Passes: 8 - 0.

25-1043 B2 – No Action due to no violation of law – Letter of Education
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Leder, Naigus, Porter.
Against: None.
Recused: Johnson.

Motion Passes: 8 - 0.

25-1043 C1 – No Action due to no violation of law – Letter of Education
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Leder, Naigus, Porter.
Against: None.
Recused: Johnson.
Motion Passes: 8 - 0.

5. **26-1001 A-1, A-2, B-1, and C-1 – No Action due to no violation of law**
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Naigus, Porter.
Against: None.
Recused: Johnson, Leder.
Motion Passes: 7 - 0.

26-1001 A-3 – No action due to no violation of law – Letter of Education
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Naigus, Porter.
Against: None.
Recused: Johnson, Leder.
Motion Passes: 7 - 0.

6. **26-1008 – No Action due to no violation of law**
Moved: Porter; Second: Naigus
For: Canizares, Collins, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 9 - 0.

(Member Collins left the meeting prior to adjournment and was not present for the final votes.)

7. **23-1049 A-1 – modified Action $500 civil penalty for violation of OAR 830-040-0040(1) in that the crematory was sold without prior approval from the Board.**

23-1049 A-2 – modified Action $500 civil penalty for violation of 692.275(3) in that it was operating without a license for 164 days from the date it began operating under its new license until the date it received temporary authority to operate.
Moved: Porter; Second: Naigus
For: Canizares, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

8. **23-1050 A-1 – modified Action $500 civil penalty for violation of OAR 830-040-0040(1) in that the facility was sold without prior approval from the Board.**

23-1050 A-2 – modified Action $500 civil penalty for violation of ORS 692.275(4) in that it operated without a license for 164 days from the date it began operating under its new license until the date it received temporary authority to operate.
Moved: Porter; Second: Naigus
For: Canizares, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

9. **23-1051 A-1 modified Action $500 civil penalty for violation of OAR 830-040-0040(1) in that prior to a change of ownership, the Respondent did not apply to the Board for a new license**

   23-1051 A-2 modified Action $500 civil penalty for violation of ORS 692.025(4)(a) in that it operated without a license for 193 days from the date it began operating under its new license until temporary authority to operate was issued.
   Moved: Porter; Second: Naigus
   For: Canizares, Gaskill, Harris, Houston, Johnson, Leder, Naigus, Porter.
   Against: None.
   Recused: None.
   Motion Passes: 8 - 0.

After voting Director Dresselhaus mentioned that there will be a special meeting in May to address the budget shortfall situation that he discussed during the first portion of the general session.

Board members pointed out that Memorial Day was around the end of May.

President Gaskill thanked everyone and adjourned the meeting.

V Adjournment - the meeting adjourned at 3:17pm.