



## **April 8, 2025 General Session Meeting Minutes (approved July 8, 2025)**

**Board Members Present:** Robert **Gaskill** Present; Ruggiero **Canizares**, Vice President; Craig **Collins**; Debra **Harris**; Holly **Houston**, Angela **McKenzie-Tucker**; Neal **Naigus**; Elizabeth **Pacheco**; Melissa **Porter**

**Board Members Absent:** Nancy **Felton**, Secretary / Treasurer; Kevin **Loveland**

**Staff Members Present:** Chad **Dresselhaus**, Executive Director; Marianne **Itkin**, Investigator; James **Liddle**, Compliance Specialist; Ryan **Christopher**, Office & Licensing Manager; Sylvie **Huhn**, Program Administrator Indigent Disposition Fund; Greg **Brown**, Compliance Specialist, and Catriona **McCracken**, AAG

**Staff Members Absent:** Mallory **Kenney**, Education and Compliance Manager

**Guests:** Wally **Ordeman**; Serena **Trexler**

### **I Call to Order**

The General Session of the Mortuary and Cemetery Board (Board) was called to order at 9:05 am, at the Portland State Office Building in room 1D.

After roll call was taken

Vice President Canizares read the legal script.

There were no conflicts of interest noted.

### **II General Session**

#### **A Approval of General Session Meeting Minutes**

##### **1. January 21, 2025**

President Gaskill asked if there were any question regarding the Minutes.

Member Houston pointed out that she was not listed as present in those minutes.

President Gaskill asked if there was a motion to approve the Minutes. He recognized member Canizares. Houston. Canizares motioned approved with edit reflecting member Houston being present.

Member Canizares so moved. Member McKenzie-Tucker 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, McKenzie-Tucker, Naigus, Pacheco, Porter.

There were none opposed.

## **B. President's Comments**

President Gaskill thanked the public.

## **C. Presentation and Approval of Executive Director's Report for April 8, 2025**

Director Dresselhaus covered the budget summary details of the report. He indicated that we are well positioned and fiscally responsible. He briefly covered the other details of the report.

Member McKenzie-Tucker commented on the drop in apprentices.

Staff member Christopher speculated that this information represented that there was a large turnover, and apprentices that didn't correctly renew.

Members Collins commented that there is a large turnover from what he can tell.

There was some general discussion around this dynamic.

Dresselhaus asked if there were any other thoughts or questions.

Member Pacheco mentioned that Klamath Falls should not be listed in Zone 2.

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

Member Canizares so moved. Member McKenzie-Tucker 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, McKenzie-Tucker, Naigus, Pacheco, Porter.

## **D. Public Comments**

Wally Ordeman stated that a bill relating to mandatory temperatures for crematoriums decreasing from 1,800 degrees to 1,600 degrees.

He mentioned being in limbo regarding HB-3127, and sitting on the Senate side for over a month.

He mentioned that he was looking forward to being on the radio with Chad tomorrow.

Director Dresselhaus mentioned this something that OPB had requested over year ago and that they would be discussing deathcare and the indigent disposition program.

Serena Trexler asked about forming a position for a Natural Organic Reduction representative on the Board.

Vice President Canizares asked what would need to be done.

McCracken stated that it would have to be done through a Legislative Concept.

McKenzie-Tucker commented on how the selection process is done.

Board direction to add to discussion for next Board meeting executive session.

Gaskill asked if there were any other comments.

There were none.

## **E. General Discussion & Action Items**

### **1. Standing Item:**

#### **a. Board Best Practices 2 min. Check In for FY 2023 (July 2023 – June 2024)**

Director Dresselhaus mentioned that the vote will happen in July.

### **2. New iPad Distribution**

Director Dresselhaus mentioned that board members can exchange their old I-pads for new ones after the meeting.

### **3. Office of Cultural Change Presentation**

Director Dresselhaus introduced Tobias Sherwood with the Department of Administrative Service Office of Cultural Change.

Tobias gave a PowerPoint presentation regarding the role of the Office of Cultural Change.

After the presentation he asked the members what came to mind when they think of DEI.

Board Members engaged in a robust conversation with Tobias.

A video related to “Targeted Universalism” was played.

(At 10:11am break, back at 10:25am. Roll Call was taken. Member Pacheco was not present for roll call.)

### **4. Board Treasurer Annual Review of Finances (2024)**

President Gaskill covered the details of the report. He stated that we had received 88% of our sources in cash and reserves, and reimbursements. He stated that for expenses, personal services and service supplies, 75% has been spent. Looking at the Indigent Disposition Program fund year-end review, for filing fee payments \$841,000 has been received, with \$435,000 allocated to the IDP Fund, and \$213,000 paid out in claims, leaving \$235,000 available in the IDP fund, and \$1.4 million as the ending cash balance for the IDP fund.

He said that there was \$161,000 in outstanding accounts receivable.

He said that there was about \$3,000,000 in working cash.

### **5. Election of Board Officers**

Member Houston stated the nominating committee would like to appoint member Canizares as President, member Gaskill as Vice president and member Porter as secretary treasure.

AAG McCracken stated that there needed to be a roll-call vote for each one separately.

President Gaskill asked for a roll-call vote to approve member Canizares as the new Board President, member Gaskill as Vice-President, and member Porter as Secretary Treasurer, effective after the conclusion of this meeting.

Member Canizares recused himself.

Roll-call vote was taken. All others were in favor and the motion passed unanimously. Those voting in favor: Members Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Porter.

**6. License Renewal Update**

Staff member Christopher mentioned that the renewal cycle had recently ended that we were still working on determining the data for those licenses that had permanently lapsed and that this information would be available at the July meeting.

**7. OMCB Newsletter**

Director Dresselhaus briefly covered this topic.

McKenzie-Tucker gave positive feedback.

**8. OFDA Annual Convention (May 5th-7th, Hood River)**

Member McKenzie-Tucker covered details related to the upcoming OFDA Annual Convention. She encourage members to come and passed out registration forms.

**9. Executive Appointment Update**

Director Dresselhaus stated that members McKenzie-Tucker, Felton and Pachec will be terming out at the end of this year. He mentioned that he would be doing as much as possible to get those position filled.

**10. Agency's 2024 Key Performance Measures Update**

Director Dresselhaus indicated that is was now complete.

**11. Indigent Disposition Program (IDP): 2024 Year in Review**

Director Dresselhaus mentioned that he would take member Pacheco's suggestion into consideration and asked her to submit the region that she felt appropriate.

Angela asked if the report was available on the OMCB website.

Board direction to add the IDP year in Review be added to our website.

Serena Trexler mentioned that NOR should be an option.

There were no further questions or comments.

**12. Licensing Proposal/Apprentice Competencies RAC Update**

Director Dresselhaus mentioned that due to staff member Kenney's absence both of these matters that the Board had given direction to move forward with have been postponed.

**13. Governor's Rulemaking Expectations**

Director Dresselhaus briefly mentioned increased expectations relating to rulemaking.

**14. Customer Service Plan**

Director Dresselhaus indicated that he has submitted this and that it needs formal Board approval.

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

Member Canizares so moved. Member McKenzie-Tucker 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, McKenzie-Tucker, Naigus, Porter.

#### **15. Inspector Recruitment**

Director Dresselhaus mentioned that this job posting is now open. He discussed the hiring process and indicated that he was hoping to have an offer letter out by the end of May.

#### **16. SB 872 Update (Agency's Disciplinary Action Bill)**

Director Dresselhaus discussed details of the process that had taken place so far. He mentioned it was assigned to a work-session and alive and doing well.

#### **17. TEDS Form Update**

Staff member Christopher reminded members that there is an updated TEDS form effective January 2025, that should now be used.

There were no questions or comments.

At 10:51 am the first part of the General Session concluded. There was a break before entering executive session.

### **III Executive Session as authorized by ORS 192.660(2)(a), (b), (f), (h), (i) and / or (l)**

At 11:11 am, President Gaskill then 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 1:12pm.

### **IV General Session**

President Gaskill called the general session of the Board back to order at 1:13 pm. All Board members who were in attendance for the earlier general session were present.

#### **F. Licensing Actions Issued**

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

Member Canizares so moved. Member Collins 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, McKenzie-Tucker, Naigus Pacheco, Porter. Those voting no: None.

#### **G. Board Inspection Report (BIR)**

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

Member Canizares so moved. Member Collins 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, McKenzie-Tucker, Naigus Pacheco, Porter. Those voting no: None.

## **H. Investigations**

### **1. 24-1009 A – Rescind prior application denial and accept**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **24-1009B – Accept consent agreement**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **24-1028 A1 and A2 – No Action**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **24-1030A1 – Action \$50 civil penalty**

**Violation of OAR 830-030-0090(1)(b), decedent interned in incorrect plot**

### **24-1030A2 – Action \$50 civil penalty**

**Violation of ORS 97.220(1)(a)(b) in that respondent did not acquire authorization of the decedent**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **24-1031 – Ratify**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **24-1032 – No Action**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

### **25-1001 – No Action**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

**25-1002A1 – No Action**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

**25-1002A2 – Action \$50 civil penalty**

**Violation of OAR 830-040-0000(13) in that the facility license was not posed in a conspicuous location**

Moved: Canizares. Second: Collins

For: Canizares, Collins, Gaskill, Harris, Houston, McKenzie-Tucker, Naigus, Pacheco, Porter.

Against: none

Recused: none

Motion Passes: 9-0

After voting the meeting concluded.

**V Adjournment** - the meeting adjourned at 1:19 pm.