



October 11, 2022, General Session Meeting Minutes FINAL

approved by Board January 10, 2023

Board Members Present: Angela **McKenzie-Tucker**, President; Rob **Gaskill**, Vice President; Nancy **Felton**, Secretary / Treasurer; David **Bone**; Joseph **Britton**; Craig **Collins**; Debra **Harris**; Elizabeth **Pacheco**.

Board Members Absent: Ruggiero **Canizares**; Kevin **Loveland**; Melissa **Porter**.

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

Staff Members Absent: None

Guests: Russell **Hargrave**, Great River, manager; Christen **Murray**, Market Director Assistant; Joel **Corcoran**, Attorney, Reluctant Civic Legal Services. Brian **Louie**, NOR Committee.

I Call to Order

The General Session of the Mortuary and Cemetery Board (Board) was called to order at 9:04 am, in Room 1E of the Portland State Office Building. After the roll call President McKenzie-Tucker welcomed those in attendance. Certain members and guests were present remotely via Microsoft Teams.

II General Session

A. Approval of Meeting Minutes

Board Meetings Minutes, Draft – **July 12, 2022**

President McKenzie-Tucker asked if there were any recommendations for edits or additions to the minutes. Hearing none she asked if there was a motion to approve the July 12, 2022, minutes as presented. She recognized member Bone.

Member so moved. Member Harris seconded. President McKenzie-Tucker asked those in favor to signify by saying aye. All others were aye, and the motion passed unanimously. Those voting in favor: Members Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Porter, Pacheco.

B. President's Comments

1 Welcome Comments from Angela McKenzie-Tucker

President McKenzie-Tucker announced that this was the second in person meeting post pandemic. She thanked OMCB staff.

2 Introduction of new OMCB Board Member: Joseph Britton

Director Dresselhaus mentioned that with member Bea Gilmore sadly passing there has been a vacant position. We are looking forward to Joseph Britton filling that position. He introduced new member Joseph Britton.

Member Britton stated that it was honor to be part of this Board. He shared some background information about himself.

Director Dresselhaus thanked member Britton.

3 Establish Subcommittee for Election of Officers

Director Dresselhaus stated that we need to look ahead to 2023 and think about who the officers are going to be. He stated that we are looking for four volunteers to form a Subcommittee for this purpose. Member Felton volunteered. Member Harris volunteered.

Director Dresselhaus indicated that if anyone had any desire to be an officer to let it be known. He mentioned that during the January meeting we will vote.

4 Recognition of Natural Organic Reduction (NOR) Administrative Rules Advisory Committee

Director Dresselhaus recognized Manager Burns and all the committee members for their hard work. He passed out certificates of recognition and gave those committee members an opportunity to share their thoughts.

It was a lot of fun. Learned a lot.

Brian Louie mentioned that it was his first committee and that learned a lot. He let everyone know that he graduated.

President McKenzie-Tucker expressed that they volunteered out of the goodness of their hearts.

5 Recognition of David Bone – second term ending at the end of 2022

President McKenzie-Tucker expressed recognition of member David Bone.

Member Bone was presented with a plaque.

President McKenzie-Tucker asked if he had any parting words.

Member Bone stated that it is bittersweet, and that the past 7 years had been very informative. He stated that he is a better funeral director for having been part of the Board. He added that he had been anti-board and now he is pro board.

C. Presentation and Approval of Executive Director's Report for July 2022

Director Dresselhaus stated that the formatting on the budget info is a little different per DAS direction.

We are well position financially and have a good reserve. He stated that he continues to meet with Board officers, and Member Felton keeps everything on track. He acknowledged the (well positioned) upcoming budget cycle and indicated that we are well positioned. He expressed that fees should not need to be increased, and briefly outlined the licensing details.

President McKenzie-Tucker expressed that it is good to see an increase in the number of licensees.

Dresselhaus stated that we hit 102% on our KPM for inspections. He asked both inspector Brown and Liddle to provide a little narrative about getting back into the field.

Inspector Brown mentioned that it was nice to get in the groove again and to meet people. He is looking forward to more in person contact.

Inspector Liddle mentioned that it has been well received and positive all around.

Director Dresselhaus mentioned the importance of cross training and indicated that as a special project Inspectors are being trained with the investigation aspect of the process.

Director Dresselhaus stated that regarding the Indigent Disposition Program (IDP) there are two things that are new. A form from State treasury and a standardized form and from the Veteran Affairs. He stated that we will be sending out an email blast to inform licensees and this will help with efficiency on both ends.

Administrator Huhn stated that we have been in contact with DAS to make sure that payments are going out on a regular basis.

President McKenzie-Tucker asked about the increase in the number of claims being submitted.

Director Dresselhaus offered that it may be after math of COVID.

Member Collins stated that the majority of the Indigents cases are all from Multnomah County. He mentioned speaking with a family that thought the state would pay and he had to explain how it worked. He stated that Clackamas County will pay for it out of their own pocket, and that hospitals should be paying for some of this.

Director Dresselhaus stated that we have all heard of this happening and to think about how we can address this. He added that it has always been believed that it is a social service for all. He stated that the purpose is to reimburse the funeral home, and education is a part of it.

Administrator Huhn mentioned having gotten calls from the public and they are indicating that 211 is who is providing them with OMCB's information for assistance with costs.

Director Dresselhaus stated that we need an IDP committee to review everything.

President McKenzie-Tucker agrees. She asked if there were any questions or comments.

Hearing none she asked if there was a motion to approve the Executive Director's Report. She recognized member Gaskill.

Member Gaskill so moved. Member Bone seconds.

President McKenzie-Tucker asked those in favor to signify by saying aye. All others were aye, and the motion passed unanimously. Those voting in favor: Members Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Porter, Pacheco.

D. Public Comments

President McKenzie-Tucker stated that there was time reserved for public comments and asked if there were any comments from the guests. She introduced guest Russell Hargrave.

Guest Russell Hargrave with Great River Natural Burial stated that he was currently going through the licensing process, and he was just here to listen and see where it happens.

Hearing no further comments President McKenzie-Tucker moved on.

E. General Discussion & Action Items

1 Standing Item: Board Best Practices 2 min Check In for FY 2022 (July 2022 – June 2023)

Manager Burns mentioned this was the annual survey, to reach out if have questions, and that this will be done in June.

2 OMCB Newsletter

Manager Burns mentioned that all staff participated and provided a visual preview.

President McKenzie-Tucker expressed excitement and indicated that it had been in 4 years in the making.

Manager Burns mentioned the target release was the end of the month, and it will also be linked on our website. He mentioned that there are multiple articles within the 5-page document. He outlined the format and topics. Board members will have an opportunity to weigh in before it goes out to the public.

President McKenzie-Tucker stated that was is fantastic and that this will be an ongoing and important process.

Manager Burns complimented administrative Huhn for helping with the process and the layout.

3 Action Items: 2023 Board Meeting Schedule

Manager Christopher presented the 2023 board meeting schedule for approval.

President McKenzie-Tucker asked if there was a motion to approve. She recognized member Gaskill.

Member Gaskill so moved. Member Bone seconds.

President McKenzie-Tucker asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously. Those voting in favor: Members Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Porter, Pacheco.

4 Upcoming Facility License Renewals/ Thentia

Manager Christopher briefly discussed the upcoming renewal cycle.

She asked if there were any comments. There were none.

5 Board Stipend Update

Director Dresselhaus stated that on this August 1st, members should have received the previous stipend amounts and the most recent stipend from July's meeting. He stated that travel and stipends are separate. He indicated that we are working to make the process seamless.

AAG McCracken explained that other Boards are still struggling and complimented Director Dresselhaus.

President McKenzie-Tucker also complimented Director Dresselhaus.

6 OFDA District Meeting/ CAO Annual Fall Convention

Director Dresselhaus stated that he and manager Burns gave a presentation recently at the Monarch hotel. He acknowledged that many present were also there. He stated that CFA recently had their fall convention in Pendleton, and he also gave a presentation there.

President McKenzie-Tucker brought up that there had been a lot of conversation about Natural Organic Reduction.

Member Bone stated that he was glad to see that SCI has joined back up with OFDA.

7 Ten Day Hold Notification Committee Update

Manager Burns stated that there was a lot of interest from individuals in being part of the committee. He mentioned that Vice-President Gaskill was the committee chair. Other committee members include member Collins, Kim Daleo with the Multnomah County Medical Examiner's office, Alan Burns, Dwight Terry, Ron Rhode, and Aaron Adams. He indicated that the purpose of the committee was to review and determine if Rule making will be needed as it pertains to the Ten-Day Hold rule. The committee has met once and will meet again in a couple of weeks.

President McKenzie-Tucker asked if there was a project timeline.

Vice-President Gaskill stated that the committee is still gathering perspectives, and next meeting will go further into the details. He indicated that the committee would know more about timeline after next meeting.

8 2022 KPM Report

Director Dresselhaus stated that this was in member's packets. He mentioned that the only time we have been less than 100% was due to his unforeseen absence in 2020.

President McKenzie-Tucker asked if there were any questions or comments. Hearing none she made a motion to break for 15 minutes before starting the Executive Session.

The Board gavelled out of General Session at 9:58 am.

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

At 10:16 am, President McKenzie-Tucker 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 3:13 pm.

IV General Session

President McKenzie Tucker called the general session of the Board back to order at 3:13 pm. All Board members who were in attendance for the earlier general session were still present.

F. Licensing Actions

President McKenzie-Tucker asked if there was a motion to approve this agenda item as presented, except for the Special Request. Direction was given to staff to gather more information regarding the Special Request and present to the Board at a future Board meeting for a possible determination. She recognized Member Bone.

Member Bone so moved. Member Gaskill seconded.

President McKenzie-Tucker asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously. Those voting in favor: Members Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Porter, Pacheco.

Those voting no: None. Those abstaining: None.

G. Board Inspection Report

President McKenzie-Tucker asked if there was a motion to approve the Board Inspection Report.

She recognized Member Felton.

Member Felton so moved. Member Bone seconded. President McKenzie-Tucker asked if there was discussion. Hearing none, she then asked those in favor to signify by saying aye. All others were aye and the motion passed unanimously. Those voting in favor: Members Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Porter, Pacheco.

H. Investigations

President McKenzie Tucker asked the Board if there was any discussion. There was none.

1. 22-1003 Addendum – Action

Moved: Harris. Second: Gaskill.

For: Britton, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: Bone, Collins.

Motion Passes: 6 - 0.

2. 22-1005 A2 Addendum – Rescind

Moved: Bone. Second: Gaskill.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, Pacheco

Against: None.

Recused: McKenzie-Tucker.

Motion Passes: 7 - 0.

3. 22-1013A – Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

4. 22-1013B – Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: McKenzie-Tucker

Motion Passes: 8 - 0.

5. 22-1013C – Action

Moved: Bone. Second: Harris.

For: Bone, Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

6. 22-1015 - No Action

Moved: Bone. Second: Gaskill.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

7. 22-1016 – No Action

Moved: Bone. Second: Collins.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

8. 22-1017Aab – No Action

Moved: Bone. Second: Harris.
For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

9. 22-1017B – No Action

Moved: Bone. Second: Harris.
For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

10. 22-1019 – Action

Moved: Bone. Second: Collins.
For: B Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

11. 22-1020 – Table

Moved: Felton. Second: Gaskill.
For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

12. 22-1021A – No Action

Moved: Bone. Second: Harris.
For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

13. 22-1021B – No Action

Moved: Bone. Second: Harris.
For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.
Against: None.
Recused: None.
Motion Passes: 8 - 0.

14. 22-1021C – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None

Motion Passes: 8 - 0.

15. 22-1021D – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None

Motion Passes: 8 - 0.

16. 22-1021E – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None

Motion Passes: 8 - 0.

17. 22-1021F – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None

Motion Passes: 8 - 0.

18. 22-1023 – Table

Moved: Bone. Second: Collins.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

19. 22-1024A – Action

Moved: Bone. Second: Britton.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

20. 22-1024B – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.
Recused: None.
Motion Passes: 8 - 0.

21. 22-1024C – No Action

Moved: Bone. Second: Harris.

For: Britton, Bone, Collins, Felton, Gaskill, Harris, McKenzie-Tucker, Pacheco.

Against: None.

Recused: None.

Motion Passes: 8 - 0.

After voting concluded President McKenzie Tucker thanked everyone for participating and adjourned the meeting.

V Adjournment - the meeting adjourned at 3:20 pm.