



MCB

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

BOARD MEETING AGENDA

April 9 2019 - 9:00 am until end of business

Portland State Office Building, Room 1A

I Call to Order

General Session is scheduled to start at 9:00 am, and will continue until the end of business. Executive Session (closed to public) will follow, continuing until the end of business. The Board does expect to come out of Executive Session and into General Session for the purpose of voting on the cases discussed during Executive Session and possible other applicable Board business. The Board meeting is anticipated to last more than three hours, and the Board plans to continue Board business with a working lunch.

II General Session

A Approval of Meeting Minutes

- * 1 Board Meeting Minutes, Draft - **January 8 2019**

B President's Comments

- 1 Board Member Update(s)
- 2 Executive Director Performance Evaluation (Executive Session) ☞

- * C Presentation and Approval of Executive Director's Report for April 2019 ☞

D Public Comments

The Board welcomes public comments. A sign-up form will be available before start of General Session for public comment. Anyone wishing to address the Board is asked to sign up, and will be recognized at this time by the Board President. Written copies of comments are appreciated.

E General Discussion & Action Items

- * 1 Standing Item: Board Best Practices 2 min Check In for FY 2019 (July 2018 - June 2019) ☞
- 2 2019 / 2021 Budget Update (HB 5022) ☞ Dresselhaus
- 3 Health-Related Licensing Boards Audit Report ☞ Dresselhaus
- 4 Compliance Manager & Inspector(s) Recruitment Updates Dresselhaus
- 5 Chief Financial Office's Gold Star Certificate for Fiscal Year 2018 Award Dresselhaus
- 6 The International Conference's Annual Meeting Dresselhaus
- 7 Indigent Disposition Program 2018 Review Liddle
- 8 Executive Director Financial Transaction Review (Handout) ☞ Knapp
- 9 Board Treasurer Annual Review of Finances and Financial Controls Report ☞ Felton
- 10 Governor's 2019 Food Drive Final Report Knapp

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

IV General Session - Board actions as result of Executive Session.

- * F **Licensing Actions:** Requests for Board Approval of Transfer of Apprenticeship, initial License, Certificate or Registration Application, Location Change, Name Change, Special Requests, etc.

V Adjournment

This proposed agenda subject to last minute changes without prior notice. The meeting location is accessible to persons with disabilities. A request for an interpreter or other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Carla Knapp, 971-673-1507 or carla.knapp@state.or.us.

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- * Indicates new material in your packet. Refreshments provided for Board members and guests.
- ** Indicates additional agenda item (handout distributed at Board meeting) since packet was issued

The mission of the Board is to protect public health, safety and welfare by fairly and efficiently performing its licensing, inspection and enforcement duties; by promoting professional behavior and standards in all facets of the Oregon death care industry; and, by maintaining constructive relationships with licensees, those they serve and others with an interest in the Board's activities. In order to protect the public, it is the Board's responsibility to insure that all of Oregon's death care facilities are properly licensed.

The Board is self-supporting and derives its financing from licensing, examination, and a portion of the death certificate filing fee (not the fees derived from the purchase of a certified copy of a death certificate).