

*Arkansas State Board of Embalmers, Funeral Directors, Cemeteries, and Burial Services
Board Meeting Minutes*

Tuesday, August 21, 2018
1200 West Third Street
1st Floor Hearing Room
Little Rock, AR
10 a.m. – 10:25 a.m.

Commissioner, Allen Kerr with the Arkansas Insurance Department called the initial meeting of the Arkansas State Board of Embalmers, Funeral Directors, Cemeteries, and Burial Services to order. Members present: Bill Booker, Professional Member, Billy Curl, Professional Member, Chuck Dearman, Professional Member, Rausch Hodges, Professional Member, Commissioner, Allen Kerr, Stephanie Neipling, Consumer Member, Josephine Perry, Senior Citizens Member, and Steve Whitwell, Professional Member. Member(s) absent: Bruce Smithson, Professional Member. Staff Present: Robert Akers, Director, Funeral Services Division, Amy Goode, Executive Secretary, Lorin Hillery, Auditor, Leslie Stokes, Inspector, Amelia Vestal, Senior Securities Examiner, Ryan James, Public Information Officer, Arkansas Insurance Department, and Suzanne Tipton, Arkansas Insurance Department, General Counsel. Several guests in attendance were recognized by the Board.

I. Call to Order – Introduction of Board members and staff.

II. Approval of the Agenda

Motion made by Dearman to approve the agenda as printed, seconded by Booker, all in favor motion carried.

III. Parliamentary Procedures

a. Adoption of Robert's Rules of Order

Motion made by Dearman to adopt Robert's Rules of Order, seconded by Neipling, all in favor. Motion carried.

IV. Election of Chair

Motion made by Curl to nominate Bill Booker as Chair, seconded by Dearman, Whitwell moved that nominations cease, all in favor. Motion carried.

Motion made by Dearman to nominate Steve Whitwell, seconded by Neipling, Hodges moved nominations cease, all in favor. Motion carried.

V. New Business

a. Travel reimbursement and stipends for calendar year 2018, in accordance with Ark. Code Ann. §25-16-902 and 25-16-904 respectively, should be approved by the Board. Amount

cannot exceed eight-five dollars (\$85.00) per day with the possible exceptions of Teleconference meetings.

Motion made by Neipling, to approve the travel reimbursements and stipends for calendar years 2018, with the exception of teleconferences, seconded by Whitwell, all in favor. Motion carried.

b. Potential meeting dates

Motion made by Curl to hold a special meeting at 1:00 pm on August 21, 2018, seconded by Commissioner Kerr, all in favor. Motion carried.

Board authorized staff to plan the next in person meeting for September 25, 2018 at 9 a.m.

c. Review and approval of Board application forms

Staff had rebranded all the applications and forms for the Embalmers and Funeral Directors, presented them to the Board and received a blank approval of all forms.

VI. Comments and Announcements

Chairman Booker mentioned the change from the 2017 legislative session that now requires an apprentice funeral director to take up to twenty (20) classroom hours of instruction, in funeral service practices and ethics, and laws, rules, and regulations affecting funeral service. Chairman Booker pointed out that an applicant cannot become a licensed funeral director, by simply passing an exam.

The Executive Secretary did explain that there were not any additional exams required from the new legislation. The law has always required that applicants pass the Arkansas Laws, Rules, and Regulations (ARLRR) exam to become licensed, in addition to the other requirements for a funeral director apprenticeship. Chairman Booker stated that the Board should come up with rather soon a list or source area for this educational requirement. Akers stated that the staff would have a recommendation at their next meeting.

VII. Adjournment

Motion made by Commissioner, Kerr, to adjourn the meeting at 10:25 a.m., seconded by Dearman, all in favor. Motion carried.