

**Illinois Department of Financial and Professional Regulation
Division of Professional Regulation
Open Minutes**

Open Minutes: Illinois Cemetery Oversight Board
Date: March 23, 2016
Time: 1:08 pm
Location: Chicago Office Room 9-375

Board Members Present:
Bryan A. Schneider, Chair
Denise Bullocks, Member
Willie E. Carter, Member
James J. Geldermann, Public Member
Roman F. Szabelski, Member
Gregory M. Vogele, Member
Antoinette D. Wright, Public Member

Board Members Absent:
Melody A. Carvajal, Member
Kyle K. Jansen, Member

The Board Members present constituted a quorum of the Board.

Guests Present:
None

Staff Present:
David Evans, Deputy Director Cemetery Oversight & Funeral
Eric Eizinger, Chief of Staff
Martha Reggi, Assistant General Counsel
Keri J. Ginger, Board Liaison

Topic	Discussion	Action
I. GUESTS, COMMENTS:		Meeting called to order at 1:08 pm and roll call taken.
II. ANNOUNCEMENTS, CORRESPONDENCE:	The Board and staff were introduced. LuAnn Johnson and Jim Carlson were remembered for their service to the Board. The Board also recognized and thanked The Honorable Patricia Brown Holmes and Zenobia Johnson-Black for their	

	service. It was discussed that the Department has gone paperless.	
III. REVIEW AND APPROVAL OF OPEN MINUTES:	January 30, 2013	Motion was made and seconded (Wright/Vogele) to accept the January 30, 2013 Open Meeting minutes. Motion carried.
IV. OLD BUSINESS:		
Applications & Processing	David Evans, Deputy Director, presented the number of licensees that are currently active: 190 cemetery authorities; 1,203 partial exempt cemeteries; 1,803 full exempt cemeteries; 220 cemetery managers; 290 customer service employees and 5 continuing education providers (3,705 total).	
Database	David Evans confirmed 330,000 burials in the cemetery database as of March 1, 2016. This information was received from 1,585 cemeteries across the state beginning when the database was established on December 1, 2010. He stated that VA cemeteries are not included in the database. He also noted that the Department is moving towards a 100% electronic entry in the database within the next 3-5 years to eliminate dual entries.	
Inspections	The COA's full-time investigator has completed 620 inspections to date. The investigator checks compliance with 10 major requirements of the Act. These include checking for a dated pricelist and making sure the burial location is on the burial permit. If problems are noted the investigator returns in 30 days. Cemetery records are to be made available during inspections and the Board discussed this language in the Act. David Evans reported for the past 3 years the	

<p>Cemetery Hotline</p>	<p>complaints were mainly regarding memorials, the condition and maintenance of the grounds, customer service, interment rights and records & privacy.</p> <p>The hotline is averaging around 250 calls per year: 1/3 are general questions; 1/3 are on memorials and 1/3 are about incidents prior to the COA.</p> <p>Currently there are 5 receivership cemeteries.</p> <p>The Chicago O’Hare International Airport expansion was discussed. 1500 burials were moved due to the expansion. Families were given the choice to move their loved ones where they wanted.</p>	
<p>V. NEW BUSINESS:</p>	<p>Martha Reggi gave a Board orientation.</p> <p>David Evans discussed renewals. Electronic renewal reminders will be sent out. The Department needs current email addresses for licensees.</p> <p>Bryan Schneider informed the Board that traditional paper licenses are no longer mailed from the Department. License holders can access a copy of their license and print their own license from the Department’s website.</p>	
<p>Motion to go into Closed Session</p>	<p>Roll Call:</p> <p>Bryan A. Schneider – aye Denise Bullocks - aye Willie E. Carter – aye James J. Geldermann – aye Roman F. Szabelski - aye Gregory M. Vogele – aye Antoinette Wright – aye</p>	<p>Motion was made and seconded (Szabelski/Wright) to go into Closed Session for the purpose of reviewing closed minutes pursuant to Section 2(c)(21) of the Open Meetings Act at 2:31 pm. Motion carried.</p>

VI. CLOSED SESSION: Review of Closed Minutes	January 30, 2013 Closed Meeting Minutes.	
Motion to go into Open Session		Motion was made and seconded (Vogele/Szabelski) to go into Open Session at 2:34 pm. Motion carried.
VII. APPROVAL OF RECOMMENDATIONS MADE DURING CLOSED SESSION:		Motion was made and seconded (Vogele/Szabelski) to accept the recommendations made during Closed Session. Motion carried.
VIII. BOARD CHAIRMAN TIME:	The application for the Cemetery Relief Fund was reviewed and the Board discussed needing Rules for these grants.	
IX. BOARD LIAISON TIME:	Keri J. Ginger reminded Board Members that they can email their travel vouchers and to submit the Statements of Economic Interest forms.	
X. ADJOURNMENT		Motion was made and seconded (Wright/Carter) to adjourn the meeting. The meeting adjourned at 2:50 pm. Motion carried.