

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

**Open Minutes: Illinois Funeral Directors and Embalmers Licensing and  
Disciplinary Board**

Date: December 13, 2017  
Time: 11:05 am  
Location: Springfield Office, Room 376

Board Members Present:  
Charles R. Hanley, Chairperson  
Bryan A. Crain, Member  
Terry W. Plummer, Member  
Elizabeth A. Ritzenthaler, Public Member  
Katherine J. Salyards, Member  
Mariella Trevino, Member

Board Members Absent:  
Karen Scott, Member

The Board Members present constituted a quorum of the Board.

Guests Present:  
None

Staff Present:  
Keri J. Ginger, Board Liaison  
Chau T. Nguyen, IDFPR Assistant General Counsel  
Rita Baker, Administrative Assistant

Topic	Discussion	Action
I. GUESTS, COMMENTS:		The meeting was called to order at 11:05 am and roll call taken.
II. ANNOUNCEMENTS, CORRESPONDENCE:		
III. REVIEW AND APPROVAL OF OPEN MINUTES:	The following Open Minutes were reviewed by the Board.  September 13, 2017	Motion was made and seconded (Salyards/Ritzenthaler) to approve the September 13, 2017 Open Minutes. Motion carried.

IV. OLD BUSINESS:	<p>Chau Nguyen presented follow-up research from the issues brought up by guests at the 9/13/17 Board meeting. Mr. Nguyen researched 109 orders signed by the Director between January 2014 through December 2016. This information verified that only 9 cases involved a single occurrence of a late death certificate. 18 of the cases had multiple issues including late death certificates and only 8.256% of all the orders signed had a single occurrence of a late death certificate. 16% had multiple issues and 75% had nothing to do with late death certificate filings. Keri Ginger discussed the fallout of the McAllister cheating scandal and invalid Conference exam scores. She informed the Board that IDFP is waiting for their investigations to be over. Ms. Ginger also discussed changes in the Rules that interns cannot renew more than twice without passing the Conference exam.</p>	
V. NEW BUSINESS:	<p>Chau Nguyen introduced new Board member Bryan Crain to the Board. Keri Ginger discussed the informal conferences schedule with the Board.</p>	
Motion to go into Closed Session	<p>Roll Call Vote:  Charles R. Hanley/aye  Bryan A. Crain/aye  Terry W. Plummer/aye  Elizabeth A. Ritzenthaler/aye  Katherine J. Salyards/aye  Mariella Trevino/aye</p>	<p>Motion was made and seconded (Trevino/Plummer) to go into Closed Session for the purpose of reviewing deliberations and Closed Minutes pursuant to Section 2 (c)(4) and (21) of the Open Meetings Act at 11:25 am.</p> <p>Motion carried by roll call vote.</p>
VI. CLOSED SESSION:		

Closed Minutes	The following Closed Minutes were reviewed by the Board.  September 13, 2017	
Deliberations	The Board reviewed 1 deliberation and made recommendations to the Director.	
CE Waiver Requests	None	
Application/File Reviews	None	
Variiances	None	
Motion to go into Open Session		Motion was made and seconded (Crain/Ritzenthaler) to go into Open Session at 12:07 pm. Motion carried.  Motion was made and seconded (Salyards/Plummer) to accept the recommendations made in closed session. Motion carried.
VII. BOARD CHAIRMAN TIME:	Charles Hanley reminded Board members to get case reports reviewed in a timely manner, especially 4 <sup>th</sup> quarter case reports.	
VIII. BOARD LIAISON TIME:	Keri Ginger reminded the Board that the next meeting is scheduled for March 14, 2018 in Chicago.	
IX. ADJOURNMENT:		Motion was made and seconded (Plummer/Trevino) to adjourn the meeting at 12:22 pm. Motion carried.