

West Virginia Board of Funeral Service Examiners
SPECIAL BOARD MEETING
March 18, 2016

The meeting was called to order at 10:00 a.m. by Ira Handley, President. Members in attendance were Robert Fields, Connie Grisell, John Taylor, Keith Kimble, Bill Davis and Sarah Lobban. Non members present were Regina Foster, Executive Director, Amanda Legg, Administrative Assistant, Constance Sloan, Office Manager and Mark Weiler, Assistant Attorney General.

This meeting was called for the purpose of discussing House Bill 4658, for an assessment of the personnel needs of the office and to discuss complaint procedures.

On motion of Keith Kimble, seconded by Bill Davis, the Board voted to go into Executive Session. The Executive Director requested an open meeting. On motion of Keith Kimble, seconded by Bill Davis, the Board returned to open session. There was general discussion of the staff attending a meeting with the Government Organization Committee on House Bill 4658. On motion of Robert Fields, seconded by John Taylor, the Board voted to request the Executive Director to draft a Resolution which would result in better communication between the Board Members and staff and that in the future any meetings requested by members of the Legislature should be directed to the Board members by email or otherwise in order that one or more members of the Board could also attend the meeting.

On motion of Bill Davis, seconded by John Taylor, the Board voted unanimously to go into Executive Session for the purpose of conferring with the Board Attorney. The Board voted unanimously to return to open session on motion of Keith Kimble, seconded by Sarah Lobban.

The President stated that the Board members wanted to review the financial status of the Board and that the matter of the budget and finances would be taken up at the June meeting.

Mark Weiler the addressed the Board about taking disciplinary action against a funeral director and stated that without a complaint setting forth a violation of the funeral service laws, that the Board could not take disciplinary action against the licensee. Mr. Weiler went over the procedures for handling complaints.

The date for the regular June meeting was set for June 14, 2016, at 1:00 pm. The Complaint Committee will meet the same day at 10:00 am.

On motion of Bill Davis, seconded by John Taylor, the Board adjourned.

Executive Director

Board President