

Board Of Funeral Service Examiners
Emergency Board Meeting
Conference Call Meeting
September 13, 2019
1:30 p.m.

Members present via conference call: Eugene Fahey, President, Bryan Nichols, Ronald Waybright, Rich Bischoff, Fred Kitchen and JohnValentine.

Absent: Robert Fields

Staff Present: Linda Lyter, Interim Executive Director

Call meeting to order at 1:30 by president of the board - Quorum established.

Personnel Matters: Annual leave payment for former executive director.

A motion is made by Rich Bischoff to approve the payment of the annual leave balance for the former executive director, whereas, she would remain on the payroll until her annual leave is exhausted and to also include the insurance coverage until her leave is exhausted. Seconded by Fred Kitchen. Motion approved.

A motion is made by Rich Bischoff that unemployment compensation would be covered for a former employee who is discharged with no cause. Seconded by Bryan Nichols. Motion approved.

Interim Executive Director Salary - A motion is made by John Valentine for the amount of the annual salary of \$28,000 for Linda Lyter, the interim executive director effective immediately. Seconded by Ron Waybright. Motion approved.

Memorandum Of Understanding - A motion is made by John Valentine for the Board of Funeral Service Examiners to be included in the updated Memorandum of Understanding with the following boards: Massage Therapy Licensure Board, Board of Acupuncture and the Board of Sanitarians; to include the reimbursement for the executive director salary and any taxes or fees associated to the salary amount; to include duties and responsibilities for an administrative assistant at the same hourly rate as the administrative assistant position for the Massage Therapy Board. Seconded by Bryan Nichols. Motion approved.

A motion made by Rich Bischoff to adjourn the meeting, seconded by Bryan Nichols. Motion approved.