

Mortuary Science Ad-Hoc Meeting Minutes

June 2, 2017

Hiway Federal Credit Union
840 Westminister Street, St. Paul, MN 55130

IN ATTENDANCE:

Present Members: Dr. Michael LuBrant, Joe Sellwood, Mark Ballard, Mike Carroll, Jody Bystrom, Peter Lind.

MDH Staff Members: Carlena Weiland, Laurie Studer, Catherine Lloyd, Erika Fulgern, Marguerite Slonine, Amanda Hirsch.

Absent Members: Tim Hoff, Carrie McGhee, Mark Arnold, Robert Ryan, Alexa Goetsch, Representative Laine

AGENDA:

1. **Convene and Introductions.** Done by those in attendance.
2. **Announcements.**
 - a. **Staff Update.** The Department is currently interviewing for the Health Occupations Program and Mortuary Science Manager. Interviews are set up and the Department is hoping to have a manager in place near or close to the end of July.
3. **Staff Reports**
 - a. **Staff Reports – Credentialing Report.** Studer reported that the Department is currently in an establishment and crematory renewal. There are a total of 629 licensed establishments and crematories. As of June 2, 2017 there are 162 establishments that have renewed and 20 crematories that have renewed. Last year, 1,176 licensed morticians renewed. As of June 2, 2017 there are 24 registered interns. The Department is working with MNIT to add a second spot on the license card so that the establishment address and the mailing address is listed. Some establishments have their mailed delivered to a different address.
4. **Old Business**
 - a. **Preceptor.** The Department is still gathering information on Internships and Preceptor from other surrounding states. The information we are gathering is what do the surrounding states use for guidelines for preceptors and what are the requirements for internships. Once we get the information together we will be looking at what can we do in the State of Minnesota to better the process for our current licensees and registered interns. We will put together suggested guidelines and bring it to the Ad-Hoc for feedback.
5. **New Business**
 - a. **2018 Mortuary Science Work Plan.**
 - i. **Plumbing** -The Department is gathering information regarding plumbing standards. We have a meeting set up with Jim Peterson from the Minnesota Department of Labor and Industry. We will meet with him to talk through the statutory language.

- ii. **Preceptor.** The department would like to determine what is expected of the preceptors. We would like to come up with a training so that the preceptors will know what is expected when training interns. We will also look at how long the trainings should be. Surrounding states are using “check points” to measure the need for more training or if they are ready to move on.
 - iii. **Correction Order.** MDH is going to review our process and then meet with other sections within the Department. Once our review is complete we want to standardize the process and potentially put something in statue.
 - iv. **Advisory Council.** There will be a formalized council which would provide information, review applications, licensing standards, professional conduct, new things that are going on in the field. The Department was wondering if this is something that the Mortuary Science program was wanting to move to.
- b. **2018 Legislative Initiatives.**
- i. **Preceptor.** The only thing that is listed in the current statute only talks about direct supervision. The Department would be open to develop language for the preceptorship. MDH will get some data together on the workforce currently.
 - ii. **Advisory Council.** Agreed that MDH will draft some language regarding what they want for a statutory change to add an advisory council. It was suggested to potentially keeping the ad-hoc as a workgroup to concentrate on individual topic(s).
 - iii. **Cremator Operator Training.** MDH had a meeting with Angela McArthur from the University of Minnesota regarding the mechanical and explosive devices. There is potential that the verbiage to our draft could change to add specific devices as well as broader language.
 - iv. **Other Suggestions.**
- c. **Office of Vital Records – 2017 Legislative Session (MR&C).** Advanced practice register nurses and physician assistants can provide cause of death statements on death certificates. This will increase the amount of people that can provide this by 8,000. Office of Vital Records is working on the project that has the doctors enter the cause of death into the database even before the funeral homes get the documentation. Is this something that would be helpful?
6. **Adjourn – Meeting Adjourned.**

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