

Meeting Minutes: Mortuary Science Ad Hoc Committee

Date: June 12, 2018
Minutes prepared by: Brandon Sheirich
Location: PERA, 60 Empire Drive, Board Room, Saint Paul, MN 55103

Attendance

- **Members:** Joe Sellwood, Robert Archbold, Carrie McGhee, Robert L. Ryan, Peter A. Lind, Mark Ballard, Jody Bystrom
- **Guests:** Michael Matthews, Darlyne Erickson, Ashley Czaplewski, Judy Cook, Shawn Wilson, Paul Maher, Shannon Asmus
- **MDH Staff:** Catherine Dittberner Lloyd, Barbara Damchik-Dykes, Carlena Weiland, Marguerite Slonine, Erika Fulgern, Kim Ruberg, Brandon Sheirich, Heidi Grauland, Brenda Shinaul

Convene and Introductions

- Introductions were made

Announcements

- **Mortuary Science Staff Update** - Lloyd introduced the new credentialer for the Mortuary Science Section, Kimberly Ruberg.
- **Ad-Hoc Committee Member Update** – Lloyd announced a recent vacancy on the Ad Hoc Committee.
- **Credentialing Update** – Ruberg presented the renewal status of establishments and crematories.
- **Office of Vital Records** – Grauland presented information on vital records and death records while Shinaul informed the committee on Papercut's progress.

Business

- **2018 Legislative Session Review** – Lloyd reviewed legislation that was introduced by the Minnesota Department of Health (MDH) and summarized the status as of session end. Sellwood gave a status update of legislative initiatives on behalf of the Minnesota Funeral Directors Association (MFDA).
- **Review of the Purpose and Mission of the Ad-Hoc Committee** – Lloyd gave a historical overview on the establishment of the Mortuary Science Ad Hoc Committee in 2014. Lloyd stated the purpose is to strengthen communication between the industry MDH, as to reexamine issues pertaining to the regulation of practitioners, consumer protection of their clients, the public and MDH itself as the regulatory body.

The committee discussed a number of topics including:

- An interest in the nature of public complaints.
 - The importance of weighing in on potential legislation at the meeting. Doing so publicly helps the committee and the department understand where individuals stand on a particular legislative initiative and whether it merits moving forward on that proposal.
 - The membership of the Mortuary Science Ad-Hoc Committee was discussed at length. The committee should more broadly represent the profession and include greater geographical representation. The committee recommended reaching out to the Cemetery Association, for representation at meetings. A suggestion was made to reach out to the MFDA to inquire if they have individuals willing to represent their region at the meetings.
 - Term limits for members and changing meeting dates were brought forward in an attempt to increase attendance and participation in the committee.
- **Work Plan for FY19** – Lloyd announced that the Mortuary Science Section staff are in the beginning phase of a quality improvement initiative. The section is focused on improved communication regarding the licensing process, inspection and credentialing of establishments, as well as other processes.
 - Lloyd asked the committee name the top five policy issues requiring attention. Committee members responded with the following:
 - The committee members suggested inviting a member of a medical association or board to present on identification of implanted medical and radioactive devices in decedents.
 - Data regarding complaints.
 - Laws and directions for filing Pre-Needs need more clarity.

Next Meeting

Date: November 6, 2018

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