

NEVADA FUNERAL AND CEMETERY SERVICES BOARD

AGENDA AND NOTICE OF PUBLIC MEETING

Tuesday, February 20, 2018, at 8:00 a.m.

Marriott Renaissance
One South Lake Street
Second Floor River Rock Room
Reno, NV 89501

Please Note: The Board may 1) address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting; 2) combine items for consideration by the public body; and 3) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

Public comment is welcomed by the Board, but at the discretion of the chair, may be limited to three minutes per person. A public comment time will be available before any action items are heard by the public body and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn. Prior to the commencement and conclusions of a contested case or a quasi judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment.

Action by the Board on an item may be to approve, deny, amend, or table.

1. Call to order, roll call, establish quorum.

2. Public comment

Note: No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

3. Discussion, recommendation, and possible action regarding review and approval of minutes of meetings (For possible action)

a. November 20, 2017

4. Discussion, recommendation, and possible action regarding Consent Decree for case number FB17-21 (For possible action):

a. Tracy Muncy, Funeral Arranger License No. FA39

5. Discussion, recommendation, and possible action regarding Consent Decree for case number FB17-25 (For possible action):

a. Mountain View Crematory License No. CRE3

6. Discussion, recommendation, and possible action regarding Consent Decree for case number FB17-30 (For possible action):

a. Eastside Memorial Park CEM4

7. **Discussion, recommendation, and possible action regarding the following Embalmer Licenses (For possible action):**
 - a. Wendell Christopher Bruce
 - b. Andrew W. Joyce

8. **Discussion, recommendation, and possible action regarding request for approval of new managing funeral director for the following locations (For possible action):**
 - a. Vicki Tatum FD924 – Thomas and Jones Affordable Funeral Home EST38
 - b. Naomi C. Valdez FD896 – Palm Eastern Mortuary EST27
 - c. Celena DiLullo FD862 – Palm Downtown Mortuary EST17
 - d. Sheila Rae Winn FD926 – Clark County Funeral Services EST106
 - e. Ted Williams FD898 – Walton’s Funerals and Cremations – Sparks EST25
 - f. Blake Howe FD622 – Walton’s Funerals and Cremations – Ross, Burke & Knobel-Sparks EST20
 - g. James Smolenski FD217 – Walton’s Funerals and Cremations EST50
 - h. James Smolenski FD217 – Walton’s Funerals and Cremations – Chapel of the Valley EST21
 - i. James Smolenski FD217 – Walton’s Funerals and Cremations – Capitol City EST62
 - j. Billy C. Vallie FD918 – Davis Funeral Home-Eastern EST26
 - k. Andrew W. Joyce FD936 – Truckee Meadows Cremation & Burial Services EST108
 - l. Lawrence Ocon FD899 – La Paloma Funeral Services EST79

9. **Discussion, recommendation, and possible action regarding request for approval of funeral establishment permit applications for the following locations (For possible action):**
 - a. Nevada Funeral Services, LLC

10. **Discussion, recommendation, and possible action regarding request for approval of continuing education credits for the following courses (For possible action):**
 - a. Gerald Hitchcock – “NFDA Board Meeting” – requesting two (2) continuing education units.
 - b. Gerald Hitchcock – “Diocesan Conference” – requesting seven (7) continuing education units.

11. **Discussion, recommendation, and possible action regarding accountant, Numbers, Inc. for proposed accounting/bookkeeping automation and contract for services (For possible action)**

12. **Discussion, recommendation, and possible action regarding inspection checklists (For possible action)**

13. **Discussion, recommendation, and possible action regarding authority to hire outside legal counsel and review of proposal submitted by Michael Sullivan (For possible action)**

14. **Discussion, recommendation, and possible action regarding joining Public Employees Benefits Program (For possible action)**

15. **Discussion, recommendation, and possible action regarding possible changes to Nevada Administrative Code Chapters 642, 451, and 452 and/or Nevada Revised Statutes Chapters 642, 451, and 452 (For possible action)**

16. **Financial Reports**
 - a. Regulatory Fee Collection

b. Financial Reports

17. Overview of current complaint status

18. Report from Executive Director, Jennifer Kandt

19. Board member comments

20. Discussion regarding future agenda items and future meeting dates

June 5, 2018

September 18, 2018

November 13, 2018

21. Public comment

Note: No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

22. Adjournment

Anyone desiring additional information including meeting materials may contact Jennifer Kandt at 775-825-5535. Meeting materials are also available for download from the Board website at <http://funeral.nv.gov> or can be picked up at the following location: 3740 Lakeside Drive, Suite 201, Reno, NV 89509.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Jennifer Kandt at 775-825-5535, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

This agenda has been sent to all members of the Board and other interested persons who have requested an agenda from the Board. Persons who wish to continue to receive an agenda and notice of meetings must request so in writing every six months.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED
IN THE FOLLOWING LOCATIONS:

Reno City Hall One E. First Street Reno, NV 89501	Funeral Board Office 3740 Lakeside Drive, Suite 201 Reno, NV 89509	Office of the Attorney General 100 N Carson Street Carson City, NV 89701
Legislative Building 401 South Carson Street, Room 3138 Carson City, Nevada		Grant Sawyer State Office Building 555 E. Washington Ave. Las Vegas, NV 89101