



STATE OF NEVADA  
**FUNERAL AND CEMETERY SERVICES BOARD**

3740 Lakeside Drive, Suite 201, Reno, Nevada 89509

Phone (775) 825-5535 \* Fax (775) 507-4102

Email: [nvfuneralboard@fb.nv.gov](mailto:nvfuneralboard@fb.nv.gov) \* Website: <http://funeral.nv.gov/>

## **AGENDA ITEM 3: Approval of Minutes**

Approval of the following minutes requested.

Attachment: Draft Minutes

- a. November 14, 2019



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**MINUTES**

***Thursday, November 14, 2019, at 10:00 a.m.***

**Video Conference Locations**

Legislative Building  
401 South Carson Street, Room 3138  
Carson City, Nevada

and  
Grant Sawyer Building  
555 E. Washington Avenue, Room 4412  
Las Vegas, Nevada

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

The meeting began at 10:00 am and a quorum was established.

**Board Members Present**

Dr. Randy Sharp, Chairman  
Tammy Dermody, Secretary  
Bart Burton  
Brian Rebman  
Christopher Naylor  
Adam Garcia

**Board Staff Present**

Jennifer Kandt, Executive Director  
Marie Paakkari, Administrative Assistant

**Board Counsel Present**

Henna Rasul, Senior Deputy Attorney General

**Board Members Absent**

Loretta Guazzini, Treasurer

**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)

There was no public comment.

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

**a. August 21, 2019**

Christopher Naylor stated that a correction is needed on page 11, Item No. 4 (d) regarding the motion for Ellen Meade's Consent Decree.

**MOTION: DR. RANDY SHARP MOVED TO APPROVE THE AUGUST 21, 2019 MINUTES WITH THE NOTED CORRECTION ON PAGE 11, ITEM NO. 4 (D) REGARDING THE MOTION FOR ELLEN MEADE'S CONSENT DECREE TO REMOVE DAVID WALTERS' NAME AND REPLACE WITH ELLEN MEADE'S NAME. CHRISTOPHER NAYLOR SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

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**4. Discussion, recommendation, and possible action regarding review and approval of FY2018 and FY2019 financial audit prepared by Eide Bailly LLP (For possible action)**

Connie Christensen at Eide Bailly LLP, stated that they performed the audit for the fiscal years 2018-2019. It was an unmodified opinion for the Board on the audit.

New this year in that statement of financial position is long term liability for OPEB, the other post-employment benefit program liability. The employees of the Board became covered under the program in May 2018, so they were not included in the actuarial report for the plan at June 31, 2018, but they were in 2019. Because there is a delay in that actuarial report based on the measurement date, there was approximately \$20,000-\$21,000 liability as reported on June 30, 2019 for that long term actuarial proportionate share as determined for those long-term benefits.

With the budget to actual for 2019, revenue was about \$26,000 less than budgeted and that was primarily with the initial licensing and the regulatory fees slightly less than expected. Expenses were slightly higher, approximately \$6,000 more, which was primarily because of the personnel costs. In 2018, revenue was right in line with expectations and expenses were within about \$3,000 to the good. Overall, fairly stable.

Because it is a State Board, they perform the audit in accordance with Government auditing standards and there is an additional report on internal control and financial reporting and compliance. There was no material weakness noted for material non-compliance. They did propose expected adjustments to go from the Government fund financial statements to the Government wide financial statements and that was primarily the recognition of the fixed assets, the long-term liabilities for accrued compensated absences and the OPEB liability.

They did pass on one immaterial adjustment related to a calculation error in the accrued compensated absences which was about \$1,400.

***MOTION: TAMMY DERMODY MOVED TO APPROVE THE REPORT AS WRITTEN. DR. RANDY SHARP SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.***

**5. Discussion, recommendation, and possible action regarding consent decrees for case number FB19-01 for the following individuals (For possible action):**

Henna Rasul, Senior Deputy Attorney General stated that at the last meeting there were four consent decrees, one of which the Board approved without amendment. The Board made amendments to the other three consent decrees. The Board requested to add six hours of continuing education hours for Ms. Meade and Mr. Walters, but there had been no discussion on timeframe, so a deadline of one year was added in paragraph 2 on page 6 of both consent decrees.

Adam Garcia stated that he was not present for the last meeting and asked for an overview of the consent decrees and case.

Jennifer Kandt stated that the individual who was the managing funeral director of the location had become ill and Kristen Anderson then became the managing funeral director of the location. There were funeral arrangers at the location who were logging in under the prior managing funeral directors EDRS login and signed death certificates after the death of the funeral director. Those funeral arrangers, from what the Board was told, were instructed to do that and it was standard practice, even though they did have their own login and password as staff. As staff, you cannot sign a death certificate, only a funeral director has that authority. They did not use their own login and password; they used the prior deceased funeral directors to login.

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Dr. Randy Sharp stated that there is detailed discussion regarding this situation in the Board's prior Board meeting minutes.

Christopher Naylor moved to accept the consent decrees amended for Michael Walters and Ellen Meade and Bart Burton seconded the motion.

a. Kristen Anderson – FD860

Henna Rasul, Senior Deputy Attorney General stated that Kristen Anderson was the managing funeral director at the time of the alleged violations. At the previous meeting, the Board requested a six-month suspension. Ms. Rasul contacted Ms. Anderson's attorney and discussed the terms and by her right, they can offer counter terms. The changes are noted in the amended consent decree, under Stipulated Adjudication, the Board would impose a suspension for six months, but the suspension would be stayed, and Ms. Anderson would be placed on probation for two years. All other requirements would remain and if Ms. Anderson were to violate any term, it would then be an immediate suspension.

Greg Schulman, Esq., counsel for Ms. Anderson stated that they believe the terms of the amended consent decree are proper under the circumstances. It provides a remedy in which there are weekly meetings so that the proper procedures are assured to be followed and that everything is properly done. The procedures under which the improprieties that allegedly occurred were done without Ms. Anderson's knowledge. They were done under the prior managing funeral director and all corrective measures have already been taken care of so that this is not a continuing issue. It was not Ms. Anderson that provided access that allowed non proper persons to access the system. This essentially provides adequate protection so that this situation will not happen again. This was an unfortunate situation where this was not something directed by Ms. Anderson, and the prior managing funeral director was still on the property.

Greg Schulman, Esq., counsel for Ms. Anderson stated this is a situation that you don't necessarily have to be managing funeral director to sign the death certificate and Dave Walters was at the other facility and the signatures were being processed under his name. It did not appear on the surface that there was anything improper because the certificates were being filed under the funeral director's name and essentially appeared to be correct. Ms. Anderson did not know that Mr. Walters had given his access code to others.

Tammy Dermody asked who did Ms. Anderson think was signing the death certificates when Dave Walters was no longer there.

Kristen Anderson stated that Mr. Walters was still going to both Desert Memorial and Sunrise. He would actually go to Ms. Anderson and meet with her and tell her not to give up on him that he was not dying, he can do this, it's just reviewing death certificates. She said that no one expected him to die. Ms. Anderson stated that she understands as general manager it is her responsibility to overlook and make sure everything is being done correctly. If anything, this is quite a painful lesson to learn, because it teaches you how to be more diligent and less trusting and to make sure that you go more than just once a week. Ms. Anderson stated that she would have never looked for anything like that because she does not do that. But as Ms. Meade stated, she was continuing to sign under his name because she was given instructions by Dave Walters to do that. Ms. Anderson stated that she would not have been aware of that. The only thing she can do is basically learn from this, make sure that it never happens again and move on. But as general manager, unfortunately when her name was put to that building, she has to take responsibility for what the previous managing funeral director had been doing.

Brian Rebman asked if there was another funeral director on staff that Ms. Anderson had thought was signing.



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Kristen Anderson stated no, it was just Dave Walters. He was the director in charge of the two arrangers, his son Michael Walters and Ms. Ellen Meade who were preparing the death certificates.

Brian Rebman asked if she was the only other possible funeral director that could have been signing.

Kristen Anderson stated correct. Mr. Christopher Walters does not have his name on either location because of the issues that he previously had, and he does not wish to be registered as a managing funeral director. He is a manager, but he is not listed as a signatory.

Brian Rebman asked if Christopher Walters was a funeral director.

Kristen Anderson stated that Christopher Walters is both a funeral director and embalmer.

Brian Rebman stated that Christopher Walters could sign death certificates even if he is not the managing funeral director.

Kristen Anderson stated that was correct, but Christopher Walters does not wish to sign. Christopher Walters is Dave Walters younger brother.

There was discussion on dates Mr. Walters was no longer managing funeral director and dates of death.

Brian Rebman asked what the last date a death certificate was signed by Dave Walters, or actually by staff that was signing on his behalf.

Kristen Anderson stated she was told there were eleven death certificates signed the day after his death.

Brian Rebman asked if it was just one day after his death.

Kristen Anderson stated that from what she is understanding, yes. Ms. Anderson stated that she put a hold on everything, and she had to resign all the death certificates and redo all of them.

Jennifer Kandt stated that Vital Records determined over 100 death certificates to be invalid based on a date that was given by counsel stating that Dave Walters was incapacitated by that particular date and theoretically couldn't sign death certificates. Jennifer said she also wanted to clarify that the Board does not have access to the EDRS system, the Board does not have any control or access to it, the Board does not handle individuals' usernames or passwords or give them access or take it away.

Adam Garcia asked for clarification on whether Ms. Anderson as their supervisor knew they were signing.

Kristen Anderson stated that she did not know they were signing, she knew they were inputting the information into the system, but she did not know they were signing Mr. Walters name.

Tammy Dermody asked Ms. Anderson again who she thought was signing the death certificates. Which funeral directors name did she think was going on them?

Kristen Anderson stated that she thought it would have been her name. Sunrise has a very slow case load and after Mr. Walters' passed away, she just figured that was something that was being done as far as case load was going to be slowing down and then she would be taking over signing as soon as needed. Ms. Anderson stated that she is also the manager of Desert Memorial, she is a working general manager and the only funeral director at Desert Memorial and she also does funeral directing and embalming at Desert Memorial.

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Tammy Dermody stated that Ms. Anderson states that it is a slow business and she didn't think that anyone was coming in, but a moment ago, Ms. Anderson stated that eleven had come in the day after his death to be signed.

Kristen Anderson stated you would figure the gentleman who passed away would be the only one that would be able to sign, and no one should have his sign in. But if Dave Walters was teaching or directed them to doing that, she was not aware of that. The only thing she can say is sometimes people do the wrong thing for what they think is the right reason and she believes that they were just trying to facilitate everything rather than stopping everything and transferring it over to her. The only thing she can do is accept what has been done, learn from it, educate other individuals about it and move on. Ms. Anderson stated that she resigned all the death certificates once Jason brought it to her attention. She resigned everything, did affidavits on everything and got that corrected. Ms. Anderson stated that all records have been fixed.

Bart Burton stated for his clarification, what is stipulated here is the suspension of the license would be stayed and Ms. Anderson would be on probation for two years which means she still has the ability to sign death certificates and everything like she currently does because the suspension would be stayed.

Henna Rasul stated that was correct.

Dr. Randy Sharp stated, being an outsider, he does not know how these things work, what would the weekly staff meetings consist of to ensure proper supervision and oversight of the cremation facility. What does that entail, is there a written plan in place or something that will be put into place.

Kristen Anderson stated that they would be going over the new laws and daily activities as to what needs to be done. Ms. Anderson stated that once she was aware of everything, she implemented what was supposed to be in place immediately. She spoke with Ms. Christine Occhipinti or Michael Walters every other day or every day. She also has to go over once a week, but she thinks she needs to go over more than once a week just to make sure things are going smoothly. She has also asked the owners of the company to possibly get a general manager to be the general manager of Sunrise to make sure that nothing like this happens again. Ms. Anderson stated that she is at Desert Memorial the majority of the time and they are quite a busy facility and she is the only director there. Christopher Walters is their embalmer and she also does embalming when he goes on vacation, so she is arranging and embalming. She thinks that perhaps more supervision is needed, and you cannot be nonchalant about someone using your license and this is a very painful lesson. Ms. Anderson stated that she stepped in to help Dave Walters and be his backup. Ms. Anderson stated that she is sure that he never meant to do any harm, she was his employee for over twenty years. But the way he was conducting business was his way and she was not aware of it, but that doesn't make it right or make it an excuse, it just gives a reason. Ms. Anderson stated that she has asked the owners to remove her as general manager at Sunrise because she believes that it is proper to have someone there at the facility every day. Ms. Anderson stated that she has no problem visiting with them and going over rules and regulations. Ms. Anderson stated that there is a class that they are all going to in December about funeral law. Ms. Anderson stated that she thought that class should be offered every year to teach other individuals as to what is required and how serious this is. Ms. Anderson stated that to an arranger, they are only basically given six education credits that need to be done, that doesn't really teach them how severe of a punishment that the director just took on. Ms. Anderson stated that to have her license suspended would be horrific. Ms. Anderson stated that she has had her license for over twenty years, and she has always been taught to do good for other individuals and support your staff members. Ms. Anderson stated that she believes that it is a good idea to have everyone be able to do everyone else's job and be licensed, that is how she was taught in Texas. Ms. Anderson stated that you were taught to do everything in the funeral home so that you would be able to understand everything in the funeral home. Unfortunately, now here, we have arrangers, in other states they do not have arrangers, they only have directors, everyone is a director.

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Dr. Randy Sharp stated that at his place of employment they tell them to treat passwords and usernames like their toothbrush, you just don't share it.

Adam Garcia stated that this bothers him. Mr. Garcia thinks that this is a slap on the wrist, and he is not happy about it.

Bart Burton asked what the process is now when Sunrise inputs information into EDRS and how do they contact Ms. Anderson to review and sign.

Kristen Anderson stated that once they have completed everything, they send her a list to let her know that everything is ready to review and sign. Then she goes in to review the information, she checks the certifier, she then marks signatory, she saves it, closes it and then she moves on to the next document. They send her a list by email every day.

Bart Burton stated so there is no approval being done out of Sunrise at all. All the signatures and everything are being emailed.

Kristen Anderson stated that if she is there then it is done there, but usually most of the days she is at Desert Memorial.

Brian Rebman stated that he wanted clarification, how many other licensed funeral directors are on staff between both locations.

Kristen Anderson stated that there were two of them, herself and Christopher Walters.

Brian Rebman asked if Christopher Walters signed any death certificates.

Kristen Anderson stated no. Christopher Walters was general manager, and then he did not want to do it anymore and stepped down.

Brian Rebman stated but he still is a funeral director and he can sign death certificates.

Kristen Anderson stated yes but he wishes not to.

Brian Rebman asked what happens when she is out sick or on vacation or not available.

Kristen Anderson stated that is what she is saying, they have to have him put on as a signatory.

Brian Rebman stated if the suspension which was suggested at the last meeting happens, who will be the signing funeral director signing the death certificates.

Kristen Anderson stated no one.

Greg Schulman, Esq. stated that obviously the facility will have to hire someone else.

Adam Garcia stated that he was not going to vote for this in the affirmative. Mr. Garcia stated that he was troubled by this and he thinks that this is outright misrepresentation and fraud. Mr. Garcia stated that in particular after Mr. Walters passed away.

Tammy Dermody asked if they could make a motion not to accept this amended consent decree for Kristen Anderson.

Henna Rasul stated the Board can do that or the Board can offer new terms, but Ms. Anderson would have to discuss the new terms with her counsel and try to negotiate new terms right now,



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here, and then if the Board can reach an agreement, then it would be done. Otherwise, it would go to a hearing.

Tammy Dermody stated that it is never the Boards intent or purpose to go to a hearing, but the Board also has a responsibility to the general public to do their job.

Dr. Randy Sharp stated that it was discussed quite a bit at the last meeting and the sentiment was such that the Board finds again today looking at the amended consent decree. The Board felt very strongly about suspending that license for six months against the recommendation that was carried back to Ms. Anderson and her counsel. On the other hand, the Board had a suspension for one year and they came back with a suspension for two. Again, taking advice from Henna Rasul, the Board counsel, if the Board would like to discuss this a little further to see if there is anything else that the Board would want to require.

Henna Rasul stated there is a correction, it wasn't a suspension for one year, it was probation for one year and they were willing to accept probation increased for two years.

Bart Burton stated that he agrees, since everyone is present, and maybe the Board could dedicate a little more time for discussion for this matter to come up with some sort of resolution that we can move forward on this and if we have to go to a hearing we have to go to a hearing. Mr. Burton stated that Mr. Garcia is not in agreement with this and since everyone is here, not that a decision has to be made, but he thinks that the Board could get more robust so that the Board can come to a resolution.

Adam Garcia stated that he has read the consent decree and he does understand the considerable discussions over this at the last meeting. Mr. Garcia stated that he would move to recommend that the Board impose a six-month suspension which was originally recommended.

Tammy Dermody stated that she would also agree with Mr. Garcia.

Henna Rasul stated the recommendation is simply a recommendation and is not going to occur unless Ms. Anderson and opposing counsel agree. Ms. Rasul stated that she would encourage dialogue with them as well.

Dr. Randy Sharp stated that he appreciates Ms. Anderson's concern and her position. He believes that the Board has a very clear understanding as to what happened and the position, she was put in. On the other hand, as a managing funeral director, he is pretty sure that the Board would agree, Ms. Anderson should have been aware of what was going on especially between the passing of Dave Walters and those eleven certificates.

Brian Rebman asked if the suspension holds, is Kristen Anderson still able to work at Sunrise and she just cannot sign death certificates. He asked if she can she still be doing everything that she has been doing except signing death certificates. As Ms. Anderson stated in her comments, that she wishes that the owners would hire another managing funeral director. Ms. Anderson's suspension would force that hand, it sounds like they would have to hire someone to oversee the other location which is what Ms. Anderson wants and it would force the issue.

Jennifer Kandt stated that she could no longer act as a funeral director, so she couldn't sign death certificates, she couldn't oversee or direct burials or funerals. She could work at the facility just not as the funeral director.

Brian Rebman asked if Ms. Anderson could still work as an embalmer.

Jennifer Kandt stated yes.



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Brian Rebman stated all the tasks to operate a crematory, embalm, dress, do all the tasks that an embalmer normally does.

Jennifer Kandt stated that her embalming license is not in question, this was the funeral director license.

Tammy Dermody asked if Ms. Anderson could apply for the arranger license.

Jennifer Kandt stated that you cannot apply for a new license if you hold a current suspended license and said that an embalmer can make arrangements, they just cannot sign, they cannot oversee burials, they cannot oversee contracting, but she could do arranging.

Bart Burton stated that she could do arranging and embalming, the only thing that she couldn't do is sign death certificates. Mr. Burton stated when the Board had the information that over one hundred families were affected by this, we are put in place to protect the public. Mr. Burton stated that he did not believe that anything was done maliciously. Mr. Burton stated that he knew Dave Walters for many years and knew how he operated. Mr. Burton stated that but when the public is affected like this, that is when it got the Boards attention and this Board has a lot of public members on it. As the Chairman stated the public members of the Board look at things as the public would look at it. Mr. Burton stated that he didn't believe that this would ever happen again. Mr. Burton stated that he did not believe that it would happen at this location and he would be very surprised if it would happen at any other location. Mr. Burton stated that the cost that this company had to incur to get everything corrected tells what the impact was to the public.

Adam Garcia stated as a layman and not in the funeral industry, he agrees, the Board has an obligation to the public to ensure that the Board holds licensees accountable. Employees knowingly forging documents concerns him a great deal.

Dr. Randy Sharp stated that he stated at the last meeting, at his place of employment, falsification of documents is grounds for immediate termination and it's not something to be taken lightly. Not that as Mr. Burton stated that it was done maliciously or intentionally, but nonetheless as an overseer of that business, it unfortunately happened under Ms. Anderson's watch.

Greg Schulman, Esq. stated that they believe that the protections are in place, again, Ms. Anderson was not aware, she did not engage in any fraudulent activity. The allegations against her are not that she in fact entered fraudulent information into the system. The issues with Ms. Anderson are oversight issues and they wanted to make sure that was clear. There are no allegations that Ms. Anderson engaged in direct fraud in any way. That is an important distinction that the Board is seeking to essentially suspend a license while she was the managing funeral director is ultimately the responsible overseer. This was an incredibly unique situation as indicated, this probably will never happen again just because of the circumstances were so unique. It certainly will not happen again with the protections that are in place with the consent decree. That is why they believe that a stayed suspension would be the proper level of punishment along with the fines and the other penalties that are in the consent decree. They believe that is more than adequate to take care of this situation and the public is protected and everything has been corrected. Mr. Schulman stated that what is being proposed is sufficient to protect the public.

Adam Garcia stated that he is accountable for hundreds of employees and if they were to commit an act that was inappropriate, they would be held accountable. He stated that it probably could not be discussed publicly, but were appropriate actions taken against the employees who indeed took part in fraudulent activity.

Greg Schulman, Esq. stated that they cannot discuss that publicly since they are employment actions and cannot discuss them publicly.

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Jennifer Kandt stated to clarify, when those employees came into the location, that is what they were taught to do, login under this person's login and that continued obviously after Ms. Anderson came on board.

Bart Burton asked if any of the records that were corrected only came from Sunrise and none were for Desert Memorial.

Jennifer Kandt said that was her understanding. According to Vital Records, it is Ms. Kandt's understanding that they were all Sunrise records because Ms. Anderson had been managing funeral director at Desert Memorial for a longer period of time.

Adam Garcia asked what the next steps would be.

Henna Rasul said the Board can either reject the consent decree, engage in conversation and dialog with Mr. Schulman and his client to revise the consent decree or the third option would be to go to hearing.

Tammy Dermody asked if Mr. Anderson and her attorney would be able to talk on the side and come back to us at the end of the meeting.

Henna Rasul stated absolutely.

Christopher Naylor stated that Ms. Anderson said that she has requested that the owners of Sunrise Cremation get a different managing funeral director for that location. Mr. Naylor asked if that is something the Board would consider if she is requesting it herself, can the Board put that into the amended consent decree that she be removed as the managing funeral director of Sunrise Cremation and then it falls upon the owners to find a new managing funeral director and if all parties are in agreement, that can take place today.

Henna Rasul stated that the suspension is removal of her license for a certain period of time. As far as dictating what the business will do, the Board does not have jurisdiction at this time, this is just related to her license.

Christopher Naylor asked if the Board was able to suspend her license for just one location.

Henna Rasul stated that it is her funeral director license and a suspension would apply wherever she worked.

Brian Rebman asked for clarification because it is suggested that the consent decree would be that her license is suspended from Sunrise but not from Desert.

Jennifer Kandt said she thought the suggestion is to not allow Ms. Anderson to be the managing funeral director of a particular location instead of suspending the license. If the Board suspends Ms. Anderson's license, she cannot act as a funeral director anywhere in the State. Ms. Kandt said terms could likely be added to the consent decree that she would no longer be able to act as the managing funeral director of a location because that is an approval that the Board gives, it's not a separate license.

Adam Garcia stated that he doesn't see how that would work. Mr. Garcia stated that he still maintains that the employees acted as they were trained and in this specific case, there was a supervisor licensee who allowed this to happen and in particular after the passing of Dave Walters. Mr. Garcia stated that he has a hard time accepting what he thinks is fraudulent activity to sign death certificates with the name of a deceased person. Mr. Garcia stated that is a huge ethical issue for him. If that is what members of the Board want to propose, it can be proposed, but this is not a unanimous vote.

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Dr. Randy Sharp stated that the Board has heard from both Ms. Anderson and her counsel that she was not aware of what was going on and his contention was that she was not paying attention to business and indirectly Mr. Garcia's statement would be true. For Ms. Anderson to purposely continue to use Dave Walters signature, Dr. Sharp stated that he has not heard either one of them state that. Dr. Sharp stated that in his mind, she was not paying attention, she was not being the overseer and not paying attention to details.

Bart Burton stated that the Board could make a motion and just because the Board makes a motion doesn't mean that Ms. Anderson and her legal counsel agree with the motion.

Henna Rasul stated that if the Board wanted to amend the consent decree, the Board would want to make sure on the record that they are in agreement otherwise it's just a wasted motion. The Board is essentially denying it.

Bart Burton stated that if the Board removed Ms. Anderson from Sunrise Cremation, there would not be another funeral director and then Sunrise could not operate. If the Board is going to agree to that make sure that counsel can agree for the owners.

Greg Schulman, Esq. stated that is obviously needed to be discussed with the owners.

Tammy Dermody asked what the Board is proposing to Ms. Anderson and her counsel.

Christopher Naylor stated the proposal is for Ms. Anderson to be removed as the managing funeral director from Sunrise Cremation and then follow the rest of the amended consent decree as it is written.

Brian Rebman stated the two-year probation stays in place and its back to the suspension.

Henna Rasul stated by removing her as managing funeral director that would be within the two-year probation period and after that it would be lifted. The whole purpose for the probation is to allow the Board to impose terms and have jurisdiction over the licensee for terms and conditions that they have to accomplish prior to probation being lifted.

Greg Schulman, Esq. stated for clarification, was the removal a permanent removal or for the duration of the probation period.

Christopher Naylor stated for the duration of the probation period, if everyone is in agreement.

Brian Rebman stated once the person is off probation then they could apply to be managing funeral director and then it would come before the Board and at that time the Board could deny it at that time if the Board chose to.

Henna Rasul stated that it would have to be more specific for a consent decree because if it is not specifically state that in the consent decree then it would just be assumed that at the end of probation Ms. Anderson would resort back to the managing funeral director of that location.

Bart Burton stated that the Board needs to stipulate that at the end of the two-year probation, if it was Ms. Anderson's desire to be the managing funeral director then she would have to apply.

Henna Rasul stated correct, that would have to be put into the consent decree.

Dr. Randy Sharp asked what the purpose is of removing Ms. Anderson from being the managing funeral director of Sunrise Cremation. Dr. Sharp stated that he is not saying that he is disagreeing, just trying to understand because there were discussions regarding a license suspension which would be for both facilities and her ability to be a funeral director for that six months.

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Bart Burton stated that his thoughts are that it was clear that being the managing funeral director for Sunrise was more of a position on paper and she didn't really give it the time that it needed or know what was going on. Nothing out of Desert Memorial is in question of the funeral director activities. It all stems from Sunrise Cremation which clearly in her conversation with the Board today, is that Ms. Anderson is not very comfortable with it, she is trying to make changes, and we are not sure how much support she is getting from ownership. Sometimes in this business, these businesses open, and they have such a thin licensed staff that they put a lot of onus on one individual. Right, wrong or indifferent, it's all legal, but when it goes wrong it goes wrong. Mr. Burton stated that having Kristen Anderson manage more than one location is not in the best interest for the public right now. Mr. Burton stated that he believes mistakes were made. If the Board removes Ms. Anderson from that, from those duties at Sunrise, it will force ownership to address the issues that they have there and to staff that location with the appropriate personnel.

Christopher Naylor stated that he agrees with Mr. Burton and in addition to that, Ms. Anderson herself has stated that she has made that request to the owners. Mr. Naylor stated that having Ms. Anderson manage two locations is not in the best interest of the public and nothing at Desert Memorial is at question here so she would maintain managing at that facility. Mr. Naylor suggested that there be a ten-minute break then proceed with the other items on the agenda while counsel and Ms. Anderson have their discussions.

Dr. Randy Sharp asked if counsel and Ms. Anderson are aware of what the Board would likely propose.

Greg Schulman, Esq. stated yes, they were.

Jennifer Kandt stated that there was language in the consent decree about Ms. Anderson having weekly meetings with the staff at Sunrise but recalls something in the negotiations about only if she is the managing funeral director there so assuming that will be left as is.

Greg Schulman, Esq. stated that theoretically that could stay in the consent decree, but if she is no longer the managing funeral director then obviously Ms. Anderson would not have to hold those meetings. It could be left in or taken out but depending on the terms it becomes moot.

Henna Rasul stated that if the Board removes Ms. Anderson as managing funeral director then paragraph 2 on page 6 would be removed from the consent decree.

*(Jennifer Kandt asked if the Board could take Agenda Items out of order because legal counsel for the opposing side has not returned. There is another Agenda item to address out of order because Adam Garcia is leaving shortly and she would like Mr. Garcia to be present for the fingerprinting discussion, see Agenda Item 8.)*

*(Dr. Randy Sharp Tabled Agenda Item No. 5 until the end of the meeting.)*

Discussions continued regarding Agenda Item No. 5 (a).

Greg Schulman, Esq. stated with the general terms that were discussed with an additional provision that Ms. Anderson be able to stay the managing funeral director of Sunrise for ninety (90) days to allow Sunrise to find a replacement managing funeral director so that they are not instantaneously essentially put out of business upon entry of the consent decree so they have a chance to find a replacement managing funeral director.

Dr. Randy Sharp stated for his clarification, Mr. Schulman is suggesting that Ms. Anderson would be the managing funeral director for ninety (90) days in which time the owners would find a replacement and then Ms. Anderson would step aside.



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Greg Schulman, Esq. stated that was correct for the two-year period of the consent decree. It is the intent to have Sunrise have a separate, independent managing funeral director and potentially at the end of two-years Ms. Anderson could apply and come back to be the managing funeral director. Hopefully they will continue to have an independent one, but per the terms that were discussed earlier, she would be eligible to become the managing funeral director at Sunrise after two years.

Bart Burton asked if they found someone in the meantime could Ms. Kandt handle and approve administratively or would they have to come back before the Board.

Jennifer Kandt stated that a temporary approval is issued for a managing funeral director because they change all the time. Regulation allows for the Chairman to approve the request on a temporary basis until the next Board meeting.

Bart Burton stated that this is under the assumption that they find someone who is already licensed as a funeral director and doesn't have to go through that process.

Jennifer Kandt stated that the Board can license someone fairly quickly as a funeral director if they meet the qualifications. If they are coming in from out-of-state and they simply have to take the Nevada Laws, Rules and Regulations exam, it is usually a matter of weeks that they could potentially become licensed as a funeral director in our State.

Bart Burton stated all that can be done administratively.

Jennifer Kandt stated yes.

**MOTION:** Christopher Naylor moved to accept the amended consent decree with the addition of allowing Ms. Anderson to remain on as the managing funeral director for no more than ninety (90) days until they find a replacement managing funeral director and that after the probation period of two-years as stated in the amended consent decree Ms. Anderson would be able to reapply to become the managing funeral director for that location. While she is still managing funeral director during those ninety (90) days paragraph 2 on page 6 of the amended consent decree would still apply with the weekly staff meetings.

Bart Burton seconded the motion with Tammy Dermody, Dr. Randy Sharp and Adam Garcia opposing. The motion did not pass.

Dr. Randy Sharp stated that there should be further discussion since the Board is obviously not unanimous on this matter.

Tammy Dermody stated that with what the Board proposed, she does not see any disciplinary action in there for the offender. Now she no longer has to manage a place that she didn't want to manage. She is not losing her livelihood and she is not sure how the Board is protecting the public.

Dr. Randy Sharp said he agrees with Tammy Dermody and doesn't see how the Board is holding Ms. Anderson accountable for her actions by reducing her workload and what kind of message is the Board sending to the public and to the others in the industry.

Brian Rebman stated that there is protection to the public by removing the responsibility for Sunrise and placing someone directly in the building that is responsible for the location. Mr. Rebman stated that there was nothing punitive, but Mr. Rebman stated that there is certainly a protection for the public for those who engage with Sunrise Cremation to provide services.

Greg Schulman, Esq. stated that there are other punitive measures, there is a large monetary fine of \$2,500, there are continuing education requirements, there is a requirement that Ms. Anderson hold weekly meetings and these are all corrective punitive measurements that are part of the consent decree and Ms. Anderson would be on probation which is a punitive measurement as well.

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Adam Garcia stated that he struggles with this and he still does not see how the Board is holding Ms. Anderson accountable for the actions or rather lack of actions that took place. It is his understanding that Ms. Anderson is going to continue to be allowed to work, just not at one facility but another, so in essence, the probation, the fine, the training and meetings is what the Board would levy if this were approved and he is not comfortable with that because there is not accountability to the individual. Mr. Garcia stated that he has to reiterate what he stated earlier, he is a layman in this profession and he knows very little, but he does know that from the public's perspective there is an expectation when we are dealing with loved ones and someone that passes and he thinks that for the public's good, the Board has to hold folks accountable that do or do not do their jobs.

Bart Burton asked if the members that voted nay wanted to stay with the original terms.

Tammy Dermody stated that she does.

Adam Garcia stated that he wasn't here for the last meeting, but he would have Ms. Anderson have a six-month suspension. In lieu of that, Mr. Garcia believes that there is still some accountability as the original stipulated adjudication was presented. Mr. Garcia stated that he would be favorable to that even though he believes that there needs to be some form of suspension.

Dr. Randy Sharp clarified that on page 6 in the stipulated adjudication it states that the Board would impose a suspension but then the suspension would be stayed, and she is put on probation for two years. Dr. Sharp asked Mr. Garcia if he was suggesting that Ms. Anderson's license would be suspended plus on probation plus everything else that is in the consent decree including the weekly meetings.

Adam Garcia stated that he would be able to accept the stipulated adjudication as written.

Tammy Dermody stated so that is essentially no suspension of the license because the suspension is stayed.

Dr. Randy Sharp stated that is the issue that brought the Board back to this discussion because initially the Board wanted to suspend the license for six months with everything else that is there, and Mr. Garcia wasn't present during those discussions. Then counsel and Ms. Anderson countered where the suspension would be stayed and so it would not be suspended but she would be on probation for two-years with the monetary fines and the weekly meetings at Sunrise. Dr. Sharp stated if he is hearing correctly, what Mr. Garcia is saying is that Mr. Garcia would like to add the suspension of her license on top of everything else.

Adam Garcia stated that was correct, the remainder of the stipulation stands.

Dr. Randy Sharp stated he was just discussing with Henna, where it states this suspension will be stayed, Mr. Garcia is requesting that particular portion of the consent decree be removed so her license would be suspended for six months, be on probation for two years and the rest as written.

Adam Garcia stated that was correct and he believes that the alternative that the Board just voted on was that her license would be suspended for one location but not the other.

Dr. Randy Sharp stated no, if the Board suspended Mr. Anderson's license she is not allowed to be a funeral director anywhere in the State. What the Board did was remove the responsibility from managing Sunrise, but she would still have her license to continue on business at Dessert.

Adam Garcia stated that was correct and he does not see how that would be protecting the public and sending a strong message that this kind of behavior or lack of accountability isn't something that he is comfortable with, but again, he is only one member.

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Greg Schulman, Esq. stated the Board is now proposing a punishment that is more severe than the original proposal which was a six-month suspension with a one-year probation. The Board is now seeking even harsher sanctions than what was originally proposed.

Dr. Randy Sharp stated that Ms. Anderson and her counsel came back with a probation for two years and the Board initially requested one year for the probation.

Adam Garcia stated that he would like to move that the Board amend the stipulated adjudication to have there be a suspension of Ms. Anderson's license for six-months with a probationary period of one year.

Dr. Randy Sharp for clarification, Mr. Garcia, you are not necessarily making a motion but proposing that the Board impose a suspension for six-months and place Ms. Anderson on probation for one-year which were the original recommendations and that everything else would stay in paragraph 2 that she would continue to hold weekly meetings at Sunrise and that she would also be managing that facility and the six hour continuing education.

Adam Garcia stated that if she is suspended, she will not be able to do any of those activities. Those activities could happen during the probation.

Henna Rasul stated that is correct, all of these requirements, aside from the monetary, attorneys' fees and fines, those would be triggered once probation starts.

Adam Garcia stated that would be acceptable to him.

Greg Schulman stated that he would have to discuss this with his client before discussing it further with the Board.

Henna Rasul stated that those terms that you would like in the consent decree would not come into the consent decree unless counsel agrees to them, otherwise there would be a hearing.

Adam Garcia moved to allow Ms. Anderson to consult with counsel to determine the direction from there.

Henna Rasul stated that there doesn't really need to be a motion, she believes that there just needs to be a break so that they can discuss the terms.

*(Dr. Randy Sharp Tabled Agenda Item No. 5 until the end of the meeting.)*

Greg Schulman, Esq. stated that with the most recent discussions, Ms. Anderson was amenable to the terms that were discussed with a one-month license suspension along with a ninety day period to allow Sunrise and/or any facility that Ms. Anderson is the managing funeral director at to allow them to find a replacement.

Dr. Randy Sharp stated that would include the probation for one-year.

Greg Schulman, Esq. stated correct, all the other terms are the same as last discussed.

Dr. Randy Sharp stated for clarification, Mr. Schulman's proposal is to have Ms. Anderson have a one-month suspension, ninety days to find a new managing funeral director for Sunrise and then she would be on probation for one year and everything else would stand. While she is involved with Sunrise for ninety days or less, she would be having the weekly meetings and then the continuing education requirements.



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Greg Schulman, Esq. stated that was correct, the ninety days would apply not only to Sunrise, but to Desert Memorial because she is also the managing funeral director for that facility. Desert Memorial will also need to find a new or replacement managing funeral director while she is on suspension so that ninety-day period will need to apply to Desert Memorial as well.

Jennifer Kandt stated to clarify, the suspension will be effective in ninety-days.

Greg Schulman, Esq. stated the suspension would take effect in ninety-days that would allow the two facilities where she is the managing funeral director to find a replacement before the suspension went into effect.

Dr. Randy Sharp stated then after the probation Ms. Anderson would be able to reapply as managing funeral director.

Greg Schulman, Esq. stated that was correct and after one-month Ms. Anderson would be eligible again to be the managing funeral director.

Dr. Randy Sharp asked if both facilities find a managing funeral director replacement prior to ninety days than does the one month kick in at that time or is she bound to the ninety days.

Greg Schulman, Esq. stated that if Ms. Anderson wants to start the suspension earlier because they have found a replacement sooner than that for both facilities, he doesn't believe Ms. Anderson would object to starting it sooner. Whether or not that could be easily written into a consent decree will be left to Ms. Rasul but there wouldn't be an objection to that.

Tammy Dermody stated to clarify, Mr. Schulman is offering one-month suspension basically in lieu of another year of probation. Initially it was two-years' probation. The initial offer to the Board was no suspension and two-years' probation. Now it is one-month suspension is basically valued at one-year of probation.

Greg Schulman, Esq. stated that is what they are requesting.

Tammy Dermody stated that she is going to stick to her initial six-month suspension proposal.

Dr. Randy Sharp stated that he would also have to go with the initial recommendation of a six-month suspension and a one-year probation. Dr. Sharp stated that the ninety days to find a new managing funeral director is reasonable.

Henna Rasul stated that the remaining Board members may take a motion with regard to what counsel and Ms. Anderson have brought before the Board.

Dr. Randy Sharp stated the Board can vote on their counter, one-month suspension, ninety days to find a replacement managing funeral director and one-year probation with putting in a stipulation if they find a replacement managing funeral director prior to ninety days than the one month suspension will start.

Christopher Naylor asked Board counsel Henna Rasul, if the Board can proceed since Mr. Garcia had left the meeting.

Henna Rasul stated the Board has a quorum.

**MOTION: CHRISTOPHER NAYLOR MOVED TO ACCEPT THE PROPOSAL BY MS. ANDERSON AND HER COUNSEL FOR ONE-MONTH SUSPENSION STARTING NO MORE THAN NINETY DAYS FROM THE DATE OF EXECUTION OF THE AMENDED CONSENT DECREE TO ALLOW HER EMPLOYER TO FIND A REPLACEMENT MANAGING FUNERAL DIRECTOR FOR BOTH SUNRISE CREMATION AND DESERT MEMORIAL LOCATIONS; FOLLOWED BY A ONE YEAR**



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**PROBATION, INCLUDING THE OTHER STIPULATIONS IN THE CONSENT DECREE INCLUDING WEEKLY TRAINING WHILE MS. ANDERSON IS THE MANAGING FUNERAL DIRECTOR AND MONETARY FINES AND FEES. BART BURTON SECONDED THE MOTION, THE MOTION PASSED WITH TAMMY DERMODY AND DR. RANDY SHARP OPPOSING.**

Henna Rasul, Senior District Attorney General stated to confirm and clarify, because the Board ratified the consent decree and it was agreed upon at this meeting, it will not be required to be brought back before the Board to approve. Ms. Rasul stated that she will make the revisions, send it to counsel and then have Dr. Randy Sharp as Board Chairman sign.

Jennifer Kandt asked Ms. Rasul if it will be effective this meeting date or the date that Dr. Randy Sharp, Board Chairman will sign since it will take some time for the Attorney General's office to draft the new amended consent decree.

Henna Rasul, Senior District Attorney General stated that it would be effective on the date that Dr. Randy Sharp, Board Chairman signs.

- b. Michael Walters – FA97
- c. Ellen Meade – FA134

**MOTION: CHRISTOPHER NAYLOR MOVED TO ACCEPT THE CONSENT DECREES FOR MICHAEL WALTERS AND ELLEN MEADE AS WRITTEN. BART BURTON SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

6. Discussion, recommendation, and possible action regarding request for approval of new managing funeral director for the following locations (For possible action):
  - a. Mark Reyher FD953 – Bunker's Eden Vale Mortuary EST10
  - b. Mark Reyher FD953 – Bunker's Memory Gardens Mortuary EST30

**MOTION: TAMMY DERMODY MOVED TO APPROVE MANAGING FUNERAL DIRECTOR REQUESTS FOR MARK REYHER FOR BUNKER'S EDEN VALE MORTUARY AND BUNKER'S MEMORY GARDENS MORTUARY; BART BURTON SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

7. Discussion, recommendation, and possible action regarding continuing education provider approval (For possible action)
  - a. Dr. Alan D. Wolfelt, Ph.D. – Understanding Your Grief: One Day at a Time (Requesting 2 CEU's)
  - b. Dr. Alan D. Wolfelt, Ph.D. – Mourning Misconceptions: Helping Mourners Replace Harmful Norms with Healing Truths (Requesting 3 CEU's)

Jennifer Kandt stated that the Board has approved other seminars by this same individual in the past.

Tammy Dermody stated that she is in support of both of these seminars because compared to the online courses you get so much more value and understanding of these classes and Dr. Wolfelt is great.

**MOTION: TAMMY DERMODY MOVED TO ACCEPT BOTH COURSES. BART BURTON SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

8. Discussion, recommendation, and possible action regarding fingerprinting process (For possible action)

Jennifer Kandt stated SB286 gave the Board authority to do fingerprint background checks. After that session was over, Ms. Kandt stated that she was asked for a variety of information to be sent to

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DPS which was completed. Ms. Kandt stated that she would make phone calls and emails regarding the authority but was always told they were waiting for FBI approval. Ms. Kandt stated that included in the Board packet was some correspondence. DPS asked for more information at various times and then the Board finally received a letter in March 2019 stating that the FBI had denied the Board access. At that point Ms. Kandt was told that there were possibly some other boards that were having issues with fingerprinting and that she should contact the Legislature because there was potential for a Bill at the last minute. That never happened and recently, the Board discussed the fact that the Board was unable to do the fingerprint checks and Adam Garcia had suggested having the applicants go get the fingerprints themselves and give the Board the report. Ms. Kandt reached out to DPS and asked them if that would be okay. DPS stated no, that they would consider that the Board would be bypassing their system and that if the Board would do that, they would send a cease and desist letter. She said she was concerned as the Pharmacy Board had recently had issues with fingerprinting. She stated the situations are different, but she always wants to make sure the Board is moving forward appropriately. Ms. Kandt stated that her concern is that the Board is supposed to do background checks, but despite trying very hard to be able to do them, we cannot. She wanted guidance on whether the Board would like to contact a legislator or the Governor's office to ask for guidance.

Dr. Randy Sharp stated that he would agree that it would in the best interest of the public to do fingerprinting. Dr. Sharp stated that for the Veterinary Board for every state he has a license in, he needed to provide fingerprinting cards.

Adam Garcia stated that he would like to research further as individuals get their own fingerprint results pretty frequently. Mr. Garcia stated that he is a little surprised that they told Ms. Kandt that there would be a cease and desist order if the Board had individuals seek their own reports. Mr. Garcia stated that he believes that there are some other ways to take care of this issue and stated that perhaps with the approval of the Board, he would reach out to DPS and talk to them about alternatives. For instance, State Law requires employers in the State system to conduct background checks for those who are exposed to children and that is done pursuant to State Law. Mr. Garcia stated that there is Statute in place that directs us to do that. He stated that this was not unique, as the background checks for guns, the FBI said they were not going to do them because it was State responsibility and Mr. Garcia thinks that the Board is in the same category. Mr. Garcia stated that he would like to reach out to DPS on behalf of the Board and ask some questions with the approval of the Board.

**MOTION: DR. RANDY SHARP MOVED TO DELEGATE ADAM GARCIA TO REACH OUT TO DPS AND SEE WHAT THE FINGERPRINTING ALTERNATIVES ARE. TAMMY DERMODY SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

*(Agenda Items taken out of order back to Agenda Item No. 5.)*

**9. Discussion, recommendation, and possible action regarding testing authorization fees (For possible action)**

Discussions regarding lowering the testing authorization fee from the current amount of \$100 to \$50 to allow for The Conference State Board Exam fee increase from \$250 to \$285. The exam fee increase would raise the amount the Board is allowed, by Statute, to charge for exams and on January 1, 2020 the Board will be out of compliance. After Board discussion and consideration, the Board agreed to lower the testing authorization fees for both the Law exam and the State Board Exam authorizations to \$50.

**MOTION: TAMMY DERMODY MOVED TO REDUCE THE TESTING AUTHORIZATION FEES FOR BOTH THE LAW AND STATE BOARD EXAMS TO \$50. BART BURTON SECONDED THE MOTION AND THE MOTION CARRIED UNANIMOUSLY.**

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- 10. Discussion, recommendation, and possible action regarding approval of revised Operating Policies and Procedures due to changes noted by contracted bookkeeper and changes required for criminal history petitions pursuant to AB319 (For possible action)**

Jennifer Kandt stated that AB319 requires the Board to have policies in place if an individual wants to come before the Board prior to being qualified for licensure to determine if their criminal history would preclude them from licensure. Ms. Kandt stated that she does not see this as an issue. The Board needed to put some policies in place, and simply took the language from the bill and wrote the policy. Then there were a few changes that the contracted bookkeeper wanted to correspond with how the Board operated.

**MOTION: TAMMY DERMODY MOVED TO APPROVE THE REVISED OPERATING POLICIES AND PROCEDURES AS WRITTEN. BART BURTON SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

- 11. Discussion, recommendation, and possible action regarding adjustment to vacation and sick time for administrative assistant (For possible action)**

Jennifer Kandt stated that it was noted by the auditors that there was an error in calculating Marie's sick and vacation time. For Marie Paakkari's position, which the Board treats as a full-time position, there was a time when Marie was working about 32-36 hours per week. The Board was adjusting that vacation and sick time based a pro-rated amount. The Board policy manual stated full-time employees accrue ten hours every thirty days, but the Board was not giving her enough because it was being pro-rated. The auditors stated that the time needed to be adjusted. Jennifer Kandt stated that Marie now works 40 hours a week, so this will not be an issue in the future.

**MOTION: BART BURTON MOVED TO APPROVE THE ADJUSTMENTS THE AUDITORS RECOMMENDED TO CORRECT THE SICK AND VACATION HOURS THAT THE BOARD OWES TO THE ADMINISTRATIVE ASSISTANT. CHRISTOPHER NAYLOR SECONDED THE MOTION AND THE MOTION WAS CARRIED UNANIMOUSLY.**

- 12. Financial Reports**  
a. Regulatory Fee Collection  
b. Financial Reports

Jennifer Kandt reviewed the reports.

- 13. Overview of current complaint status**

Jennifer Kandt overviewed the complaint status report.

- 14. Report from Executive Director, Jennifer Kandt**

Jennifer Kandt stated that the financial audit is complete, and the Board has approved it. It will be submitted to the Legislature as it is due December 1, 2019. The Board license renewals are occurring now. Ms. Kandt stated that she is doing the law training that the Board approved which will be December 3, 2019 in Reno and December 4, 2019 in Las Vegas and there is a good turnout for both. Ms. Kandt stated that she needs to work with Bart Burton on the model internship implementation and hopefully we will have something for the next board meeting in February 2020. Ms. Kandt stated that she is now the District 9 Board member for the Conference, they had a meeting in August 2019 and another in February 2020.

Dr. Randy Sharp asked if there was a crossover between what the coroner expects in their contract and what Wayne does during the inspections.

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Jennifer Kandt stated that there was some crossover, they have additional items in their contracts.

**15. Board member comments**

There were no Board member comments.

**16. Discussion regarding future agenda items and future meeting dates**

**2020 Proposed Board Meetings**

Wednesday, February 5, 2020

Wednesday, May 13, 2020

Wednesday, August 12, 2020

Wednesday, November 4, 2020

**17. 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)

There was no public comment.

**18. Adjournment**

The meeting was adjourned at 12:42 pm

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





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Email: [nvfuneralboard@fb.nv.gov](mailto:nvfuneralboard@fb.nv.gov) \* Website: <http://funeral.nv.gov/>

### AGENDA ITEM 4: Election of New Board Secretary

#### **NRS 642.040 Officers; duties of Secretary.**

1. The members of the Board shall have the power to select from their number a Chair, a Secretary and a Treasurer.
2. The Secretary shall keep:
  - (a) A record of all the meetings of the Board.
  - (b) A register of the names, residence addresses and business addresses of all persons duly licensed under the provisions of this chapter, and the numbers and dates of licenses. The register shall be open to public examination at all reasonable times.

#### **NRS 642.110 License: Signatures, seal and name; not transferable; display.**

1. All licenses shall be signed by the Chair and the Secretary of the Board and attested by the seal of the Board.
2. Each license shall specify the name of the person to whom issued. Every license shall be nonassignable and nontransferable, and shall be displayed by each licensee in a conspicuous place in the office or place of business of the licensee.



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### **AGENDA ITEM 5: Hearing on Complaint and Notice of Hearing in the Matter of Andrew Joyce for Failure to Comply with Terms of Consent Decree in Case No. FB19-04**

#### **Attachments:**

- a. Original Consent Decree fully executed on August 1, 2019;
- b. Letter dated October 28, 2019 regarding required continuing education;
- c. Open Meeting Law Notice and Notice of Alleged Violation of Consent Decree letter dated December 19, 2019



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### AGENDA ITEM 7: Approval of Funeral Establishment Permit Applications

#### Attachments:

See attached approval requests.

- a. Truckee Meadows Cremation & Burial - Sparks, 1260 Greg Street, Sparks, NV 89431
- b. Walton's Funerals & Cremations, 1521 Church Street, Gardnerville, NV 89410 with Denice Portillo Carpenter FD806 as managing funeral director;
- c. Walton's Funerals & Cremations, 1281 North Roop Street, Carson City, NV 89706 with Denice Portillo Carpenter FD806 as managing funeral director;
- d. Cremation Society of Nevada – Capitol City, 1614 North Curry Street, Carson City, NV 89703 with Denice Portillo Carpenter FD806 as managing funeral director;
- e. Walton's Funerals & Cremations – O'Brien-Rogers & Crosby, 600 West Second Street, Reno, NV 89503 with Blake Howe FD622 as managing funeral director;
- f. Walton's Funerals & Cremations – Sierra Chapel, 875 West Second Street, Reno, NV 89503 with Blake Howe FD622 as managing funeral director;
- g. Walton's Funerals & Cremations – Sparks, 1745 Sullivan Lane, Sparks, NV 89431 with Ted Williams as managing funeral director;
- h. Cremation Society of Nevada – Affinity, 644 South Wells Avenue, Reno, NV 89502 with Kenneth Bowman FD806 as managing funeral director;
- i. Walton's Funerals & Cremations – Ross, Burke & Knobel, 2155 Kietzke Lane, Reno, NV 89502 with Mike Ficke FD928 as managing funeral director;
- j. Cremation Society of Nevada – John Sparks, 644 Pyramid Way, Sparks, NV 89431 with Mike Ficke FD928 as managing funeral director;
- k. Cremation Society of Nevada – Northern Nevada, 8056 South Virginia Street #3, Reno, NV 89511 with Mike Ficke FD 928 as managing funeral director;



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### AGENDA ITEM 8: Approval of Crematory License Applications

#### Attachments:

See attached approval requests.

- a. Sierra Crematory Carson City, 1281 N. Roop Street, Carson City, NV 89706
- b. Sierra Crematory Reno, 228 Vine Street, Reno, NV 89503





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### AGENDA ITEM 9: Approval of Certificate of Authority Applications

**Attachments:**

See attached approval request.

- a. Walton's Carson Gardens Cemetery, 1281 North Roop Street, Carson City, NV 89706



STATE OF NEVADA

## FUNERAL AND CEMETERY SERVICES BOARD

3740 Lakeside Drive, Suite 201, Reno, Nevada 89509

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### AGENDA ITEM 10: Model Internship Program Adoption for Nevada

#### Request:

#### 1) Approve Embalmer reporting form in accordance with NRS 642.240

**NRS 642.240 Semiannual reports of apprenticeship by licensed embalmer.** Each licensed embalmer who has under his or her supervision or control a registered apprentice shall report such fact to the Board semiannually on or before January 1 and July 1 of each year. The Board shall immediately forward to such embalmer forms wherein information desired by the Board shall be requested by interrogations. Such reports shall disclose the work which such apprentice has performed during the semiannual period preceding the first of the month on which such report is made, including the number of bodies such apprentice has assisted in embalming or otherwise prepared for disposition during that period.

#### 2) Direct staff to explore options for a supervisor training program

#### 3) Direct staff to explore needed regulatory/legislative changes to implement preceptor requirements and forms for arrangers prior to licensure as a director.

#### Attachments:

Embalmer reporting form

Supervisor training program guidelines



STATE OF NEVADA

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### EMBALMER INTERN TRAINING REPORT

#### Embalmer Intern Information (Please Print or Type)

Name of Intern (Full Legal Name):	Identification/Registration No:
Mailing Address:	City, State, Zip
Email Address:	Phone No:

#### Approved Supervisor and Establishment Information (Please Print or Type)

Name of Approved Supervisor:	License No:
Email Address of Approved Supervisor:	Phone No:
Name of Establishment where employed (include license #):	
Address of Establishment:	City, State, Zip

#### Reporting Period and Hours

Start Date (mm/dd/yy)	End Date (mm/dd/yy)
Average No. of Hours Per Week:	Total Hours Worked:
Please indicate if this is your <u>first</u> or <u>final</u> report:	

#### Demonstrated Knowledge

Each intern must receive training and demonstrate knowledge in the following areas during the course of their internship.

*\*Not all items will be completed by first six months of internship.*

The intern has successfully demonstrated knowledge of the following:			
1. Federal Trade Commission Funeral Rule		Yes	No
2. Proper use of prep room equipment, fluids, formaldehyde monitoring test, ventilation system		Yes	No
3. Personal protective equipment, eye wash and body wash stations		Yes	No
4. Operation of a body lift and transfer to prep table/refrigeration		Yes	No
5. Embalming procedures		Yes	No
6. Required authorizations and verifications		Yes	No
7. Requirements for transfer or shipping		Yes	No

#### Areas of Training

Each intern must receive training and observe and assist in the following areas during the course of their internship. Has the intern observed and assisted the licensed embalmer in the following?

*\*Not all tasks will be completed by first six months of internship.*

**NEVADA FUNERAL AND CEMETERY SERVICES BOARD  
EMBALMER INTERN TRAINING REPORT**

<b>A. Observe and assist licensed embalmer in the following:</b>	<b>OBSERVE/ASSIS</b>		
1. Transfer of remains from place of death	Yes		No
2. Pre-embalming procedures	Yes		No
3. Embalming procedures	Yes		No
4. Post-embalming care	Yes		No
5. Restorative art, cosmetizing, dressing, and casketing	Yes		No

<b>B. Transfer of remains from place of death:</b>	<b>TRAINING</b>		
1. Receive notification of death (first call) and obtain all necessary information	Yes		No
2. Ensure personal protective clothing and equipment are being used as appropriate	Yes		No
3. Verify identity of deceased and complete documentation	Yes		No
4. Perform transfer from place of death	Yes		No
5. Document personal effects	Yes		No
6. Obtain embalming authorization (if authorizing agent is present and allowed by law)	Yes		No

<b>C. Pre-embalming procedures:</b>	<b>TRAINING</b>		
1. Verify identity of deceased	Yes		No
2. Place and position deceased on embalming table	Yes		No
3. Inventory, document, clean, and safeguard personal effects	Yes		No
4. Perform pre-embalming case analysis including: - notation of unique marks/tattoos, scars, etc. - notation of pre-embalming condition (edema, dehydration, prolonged refrigeration,	Yes		No
5. Assess whether restoration is necessary/possible, obtain authorization and discuss with responsible party	Yes		No
6. Bathe and disinfect deceased	Yes		No
7. Relieve rigor mortis	Yes		No
8. Shave deceased	Yes		No
9. Set facial features	Yes		No
10. Select and mix embalming fluids based on case analysis	Yes		No

<b>D. Embalming procedures:</b>	<b>TRAINING</b>		
1. Locate/raise vessels for injection/drainage (incl.: carotid, axillary, radial, ulnar, femoral,	Yes		No
2. Inject embalming fluid into vessels	Yes		No
3. Adjust and monitor the rate of flow and pressure of embalming machine	Yes		No
4. Establish and monitor drainage	Yes		No
5. Treat discolorations, bruises, and lacerations	Yes		No
6. Perform proper treatment for special cases (e.g. infants, autopsies, trauma, burns,	Yes		No
7. Evaluate fluid distribution and take corrective measures, if necessary	Yes		No
8. Close/suture embalming incision(s)/use of trocar button	Yes		No
9. Perform autopsy repair if needed	Yes		No
10. Aspirate, inject, and/or treat cavities as necessary	Yes		No

<b>E. Post embalming care:</b>	<b>TRAINING</b>		
1. Perform hypodermic treatment as necessary	Yes		No
2. Treat orifices	Yes		No
3. Remove medical devices	Yes		No
4. Bathe and sanitize	Yes		No
5. Clean and disinfect the preparation/embalming room and instruments	Yes		No
6. Dispose of bio-hazardous materials in compliance with OSHA standards	Yes		No
7. Complete embalming intern report	Yes		No



## NEVADA FUNERAL AND CEMETERY SERVICES BOARD EMBALMER INTERN TRAINING REPORT

F. Restorative art, cosmetizing, dressing, and casketing:		TRAINING	
1. Perform restoration procedures as necessary		Yes	No
2. Cosmetize		Yes	No
3. Dress deceased to ensure proper placement of clothes		Yes	No
4. Place and position deceased in casket/container		Yes	No
5. Ensure proper appearance		Yes	No
6. Adjust cosmetics or lighting if needed for viewing		Yes	No

## Case Information

Please provide the following information regarding cases the intern completed during this reporting period.

[illegible]

*\*The Nevada Funeral and Cemetery Services Board reserves the right to request verification of hours worked and/or cases reported.*

**NEVADA FUNERAL AND CEMETERY SERVICES BOARD  
EMBALMER INTERN TRAINING REPORT**

**Approved Supervisor Recommendation**

Do you recommend this intern move to licensure status at this time?

☐ Yes

☐ No

**Attestations (Must be signed by both Intern and Approved Supervisor)**

**Embalmer Intern**

*I, the embalmer intern named herein, hereby certify that the information provided in this report is true and accurate. I further attest to the fact that I have complied with all applicable laws and regulations governing the practice of funeral services. I understand that any false statements, material omissions, and/or misleading information provided herein shall constitute grounds for the adverse action against my internship license/credential and/or any subsequent license issued by any state/jurisdictional licensing authority regardless of when such false statements, material omissions, and/or misleading information are discovered.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Intern

**Approved Supervisor**

*I, the Approved Supervisor named herein, hereby certify that the information provided in this report is true and accurate. I further attest to the fact that I have complied with all applicable laws and regulations governing the practice of funeral services. I understand that any false statements, material omissions, and/or misleading information provided herein shall constitute grounds for the adverse action against my Approved Supervisor license/credential and/or any subsequent license issued by any state/jurisdictional licensing authority regardless of when such false statements, material omissions, and/or misleading information are discovered.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Approved Supervisor

**For Board use only:**

Report reviewed by:

Date:

All internship tasks

☐ Yes

☐ No

Recommendation:

## MODEL INTERNSHIP PROGRAM

### Approved Supervisor Training Program Guidelines

The Conference Model Internship Committee recommends that any individual supervising funeral service interns complete an Approved Supervisor Training Program which meets all standards identified within this document.

**Delivery:** *On-line or In-person*

**Frequency:** *Every five (5) years*

**Course provided by:** *regulatory boards, state or national associations, accredited mortuary schools*

#### **Learning outcomes for the supervisor at completion of Approved Supervisor Training Program:**

Understand and communicate applicable local and state rules and regulations

Understand and communicate applicable federal rules and regulations

Understand and communicate funeral service ethics and confidentiality standards

Provide and communicate intern competency requirements

Understand appropriate supervisor relationships/human resource implications

Provide and communicate expectations of intern and supervisor

Provide and communicate funeral home practices and procedures

#### **Recommended content for the Approved Supervisor Training Program:**

##### **Laws, Rules, and Safety Compliance**

- **Local and state rules and regulations**
  - License limitations/restrictions
  - Vital statistics/vital records
- **Federal rules and regulations**
  - Federal Trade Commission Funeral Rule
  - Occupational Safety & Health Administration
  - Social Security Administration Benefits
  - Veterans Administration Benefits
  - American with Disabilities Act
  - Environmental Protection Agency

##### **Supervision Principles**

- **Funeral Service Ethics and Confidentiality Standards**
- **Oversight of Intern Competency Requirements**
  - Arranging and directing
  - Embalming and restorative art
  - Cremation
- **Appropriate supervisor relationships/human resource implications**
  - Dual relationships
  - Sexual harassment
  - Undue influence
  - Employment law (*Equal Employment Opportunity Commission, Wage and Hour, Americans with Disabilities Act*)
- **Expectations of intern and supervisor**
  - Reporting forms and submission deadlines
  - Overview of internship training timeline
  - Communication
- **Funeral home practices and procedures**
  - New employee orientation
  - Review of company policies and handbook
  - Operation specific practices and procedures



STATE OF NEVADA

## FUNERAL AND CEMETERY SERVICES BOARD

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### AGENDA ITEM 11: Salary Studies for Neighboring States

#### Attachments:

Salary study comparison for neighboring states

Nevada board executive director salary comparison





STATE OF NEVADA  
**FUNERAL AND CEMETERY SERVICES BOARD**

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## AGENDA ITEM 12: Fingerprint Process

### Attachments:

- a) DPS Letter regarding AB 319 and NRS 622
- b) DPS form for obtaining Nevada criminal history records

**Steve Sisolak**  
Governor



**Nevada Department of  
Public Safety**  
DEDICATION PRIDE SERVICE

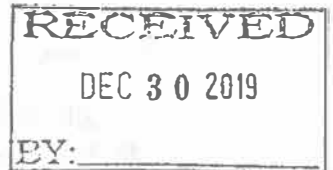
**George Togliatti**  
Director

**Sheri Brueggemann**  
Deputy Director

**Mindy McKay**  
Division Administrator

**Records, Communications and  
Compliance Division**

333 West Nye Lane, Suite 100  
Carson City, Nevada 89706  
Telephone (775) 684-6262 - Fax (775) 687-3289



December 13, 2019

State of Nevada Funeral and Cemetery Services Board  
Attn: Jennifer Kandt  
3740 Lakeside Dr. Ste 201  
Reno, NV 89509

Dear Ms. Kandt,

This letter is to inform your agency of the Federal Bureau of Investigations (FBI) decision in regards to their review of Assembly Bill (AB) 319 from the 2019 legislative session. All legislation that contains fingerprint language for employment and licensing is sent to the FBI for their review to determine whether or not the language meets the criteria set forth in Public Law (PL) 92-544 for fingerprint submissions to the FBI for its Criminal History Record Information (CHRI).

AB 319 would add a new section to NvRS Chapter 622 requiring a regulatory body to develop and implement a process by which a person with a criminal history record may petition the regulatory body to review the criminal history of the person to determine if the person's criminal history will disqualify the person from obtaining a license from the regulatory body. Part of the process is set out in NvRS Chapter 622, subsection 8:

"A regulatory body may request the criminal history of a person who petitions the regulatory body for a determination pursuant to subsection 1. To the extent consistent with federal law, if the regulatory body makes such a request of a person, the regulatory body shall require the person to submit his or her criminal history record which includes a report from:

- (a) The Central Repository for Nevada Records of Criminal History; and
- (b) The Federal Bureau of Investigation."

The Criminal Justice Information Law Unit (CJILU) notes that this language has been added to numerous sections throughout AB 319 pertaining to different regulatory bodies. The CJILU has determined that this language does not meet the requirements of Pub. L. 92-544 for access to FBI CHRI. Specifically, the above language requires an individual to obtain a state and national criminal history record check and provide the FBI CHRI to a regulatory body. Pub. L. 92-544 requires a state and national criminal history record check to be conducted by a governmental entity. The CJILU does not approve statutes pursuant to Pub. L. 92-544 that require an individual to obtain a copy of their FBI CHRI for licensing and/or employment purposes. The language in AB 319 also does not require fingerprints to be submitted to the FBI through the state identification bureau.

The FBI, with the assistance of the United States Department of Justice, has determined the parameters of Pub. L. 92-544. The Criteria are as follows:

- a. The statute must exist as a results of a legislative enactment;
- b. It must require the fingerprinting of applicants who are to be subjected to a national criminal history background check;
- c. It must, expressly ("submit to the FBI") or by implication ("submit for a national check"), authorize the use of FBI records for the screening of applicants;
- d. It must identify the specific category(ies) of licensees/employees falling within its purview, thereby avoiding overbreadth;
- e. It must not be against public policy; and
- f. It may not authorize receipt of the CHRI by private entity.

Additionally, FBI policy requires that fingerprints be initially submitted to the state identification bureau (for check of state records) and thereafter forward to the FBI for a "national" criminal history check.

NvRS 622.360 was previously approved to authorize Nevada regulatory bodies, which are defined in NvRS 622.260 as any state agency or any officer of a state agency, board or commission which as the authority to regulate an occupation or profession to conduct state and national fingerprint-based criminal history record checks on licenses who a regulator body has initiated disciplinary proceedings. CJILU has determined 622.360 does not met the requirements of Pub. L. 92-544 and would be placed on a grace period unless amended to include all the required Pub. L. 92-544 criteria. NvRS 622.360 provides broad authority to any state agency or any officer of state agency, board or commission to conduct background checks and does not specifically identify any governmental entities in the statute. As NvRS 622.360 was not amended to correct these issues in the enacted version of AB 319, NvRS 622.360 must be placed on a grace period.

The FBI will continue to honor fingerprints submitted for the categories that were previously approved under NvRS 622.360 and provide a grace period until July 2021, to allow the Nevada legislature time to amend NvRS 622.360. Once amended, this statue must be resubmitted to the CJILU for a final review and approval.

Please note, that the CJILU is also available to review draft versions prior to adoption to verify compliance under PL. 92-544.

If you have any questions or concerns, please contact your agency's Civil Applicant auditor, Georgina Velazquez-Orozco at 775 684-6245, [gvelazquez@dps.state.nv.us](mailto:gvelazquez@dps.state.nv.us) or Jeff Sparks at (775) 684-6246, [jsparks@dps.state.nv.us](mailto:jsparks@dps.state.nv.us).

Sincerely,



Mindy McKay,  
Division Administrator and CSO  
Nevada Department of Public Safety  
Records, Communications and Compliance Division

cc: ST of NV Board of Psychological examiners; ST of NV Funeral & Cemetery Services Board; Private Investigators Licensing Board; Chiropractic Physicians Board of Nevada; State Board of Physical Therapy; NV State Board of Accountancy; NV ST Contractors Board; NV ST Board of Oriental Medicine; BOE for Alcohol, Drug & Gambling Counselors; NV ST Board of Podiatry; NV Division of Mortgage Lending; NV ST Board of Dental Examiner; NV ST Board of Pharmacy; NV ST board of Examiners MFT & CPC; NV



Nevada Department of  
**Public Safety**  
DEDICATION PRIDE SERVICE

**To Obtain a Copy of Nevada  
Criminal History Records  
(DPS-006)**

The Nevada Criminal History Repository provides personal criminal history record information for the State of Nevada *only*. We cannot provide information for other states or the Federal Bureau of Investigation (FBI). In order to obtain your State of Nevada record, or proof that one does **not** exist, please follow the instructions below.

Who may request a copy of Nevada Criminal History Record Information (or proof that a record does **not** exist).

- Only the subject of the identification record can request a copy of his or her own Nevada Criminal History Record Information.

Please follow the instruction below on how to request a copy of Nevada Criminal History Record Information (or proof that a record does **not** exist).

1. Complete the Identification File Request for Nevada Records of Criminal History Form, DPS-006 (PID) on page 3. Please note, if for a couple, family, etc., all persons must obtain their own packet and complete the DPS-006 form in its entirety.
2. Obtain proof of identity via 1 fingerprint card complete with name, date of birth (DOB), place of birth (POB), sex, race, height, weight, hair color, and eye color. Fingerprints should be placed on a standard fingerprint card FD-258. Please note that the fingerprint card must contain all ten fingerprints taken simultaneously (these are sometimes referred to as plain or flat impressions) and your signature must be on the card. Fingerprints must be taken, dated, and signed by a certified fingerprinting technician. Only an original card will be accepted, please do not submit copies or previously processed cards.
3. Payment in the amount \$27.00 (US dollars), per applicant, is required. Payment can be made in the form of Money Order or Certified Check made out to the Nevada Department of Public Safety.
  - Money Orders and Certified Checks must be for the exact amount and signed where required.
  - No personal checks or cash will be accepted.
  - If for a couple, family, etc., please include \$27.00 (US dollars) for each applicant.



4. Please staple all of the items indicated in #1, #2 and #3 (listed above) together and return to the address indicated below:

☐ Department of Public Safety  
Records, Communications and Compliance Division  
333 West Nye Lane, Suite 100  
Carson City, Nevada 89706

☐ *Company Name:* \_\_\_\_\_  
*Attention:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*City, State and Zip Code:* \_\_\_\_\_

***\*NOTE\* If any of the above items are missing or incomplete, the request will be returned.***

**All information required unless otherwise stated.**

**Type or Print legibly – unreadable documents may be returned.**

**Please allow approximately 45 days for processing, upon receipt by the Repository.**

5. What you will receive when the process is complete:
- State Negative Record Response – a letter indicating that no State of Nevada Record was found.

or

- State Positive Record Response – a letter indicating that a State of Nevada Record was located, along with the complete content of that record.



Nevada Department of  
**Public Safety**  
DEDICATION PRIDE SERVICE

Department of Public Safety  
Records, Communications and Compliance Division  
333 West Nye Lane, Suite 100  
Carson City, Nevada 89706

**IDENTIFICATION FILE REQUEST FOR STATE OF NEVADA  
RECORDS OF CRIMINAL HISTORY FORM (DPS-006)**

I hereby authorize the State of Nevada Criminal History Repository to disclose criminal history record information, if any, within my identification file to me or the person or entity indicated below:

Please indicate the full name, address and contact information of the individual to be searched below (to be completed by the subject of the record).

**All information is REQUIRED unless otherwise stated.**  
**Type or Print legibly. Incomplete and/or unreadable documents may be returned.**

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address

City, State and Zip Code

Contact Phone #: ( ) \_\_\_\_\_

Contact Email: \_\_\_\_\_

Signature of Subject of Record Search

Date of Birth

Date Signed

Please ensure mailing address is valid and accurate. Due to the confidential nature of this response, mail cannot be forwarded. If a change of address is needed a new DPS-006 Form will need to be submitted.

Respond to: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address

City, State and Zip Code

Please indicate reason for request: \_\_\_\_\_

To obtain a duplicate response, the request must be within 90 days from the original date processed.

The use of this form is intended to safeguard the rights of the signatory and ensure the confidentiality of the requested information against non-authorized disclosure. The fingerprint card accompanying this request will be used to verify identity. A \$27.00 certified check or money order made payable to the Department of Public Safety must accompany each request.



STATE OF NEVADA

## FUNERAL AND CEMETERY SERVICES BOARD

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### AGENDA ITEM 13: Subcommittee to Review Issues With Coroner Rotations and Possible Legislative Changes

Attachments:

None



STATE OF NEVADA

## FUNERAL AND CEMETERY SERVICES BOARD

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Email: [nvfuneralboard@fb.nv.gov](mailto:nvfuneralboard@fb.nv.gov) \* Website: <http://funeral.nv.gov/>

### AGENDA ITEM 14: Unprofessional Conduct Statutes.

#### Attachments:

Unprofessional conduct statute overview



**NRS 642.5172 "False or misleading advertising" defined.** For the purposes of [NRS 642.5175](#), false or misleading advertising includes:

1. Advertising the price of caskets exclusively, without stating the prices of other merchandise and services.
2. Offering service at cost plus a percentage, when the determination of the cost lies within the control of the owner of the funeral establishment or direct cremation facility or the funeral director, funeral arranger or embalmer and is not published.
3. Advertising or selling certificates of stock participation or any form of agreement which creates the impression with the purchaser, when such is not a fact, that the purchaser becomes a part owner in the advertiser's establishment or facility and is therefore entitled to special price privileges for funeral services.
4. Advertising prices below the reasonable economic cost of merchandise, service and overhead.
5. Advertising which impugns the honesty, trustworthiness or business or professional standards of competitors or which states that the prices charged by competitors are considerably higher than those charged by the advertiser, when such is not the fact.
6. Advertising which represents the advertiser to be the special defender of the public interest or which makes it appear that the advertiser is subjected to the combined attack of competitors. Such expressions as "independent," "not in trust," "not controlled by the combine" and other expressions having the same or similar import shall be deemed to be misleading unless it is shown by the advertiser that there is a "trust" or a "combine," and that other funeral establishments or funeral directors constitute a monopoly for the purpose of maintaining prices or for any other purpose. The burden of proving the existence of a "trust," "combine" or "monopoly" is upon the advertiser asserting the existence of that "trust," "combine" or "monopoly."
7. Advertising by a direct cremation facility which does not specifically indicate the limitations of the services provided.
8. Advertising under any name other than the name indicated on the permit to operate a funeral establishment or direct cremation facility.

(Added to NRS by [1959, 847](#); A [1995, 272](#); [2015, 1963](#)) — (Substituted in revision for NRS 642.490)

**NRS 642.5174 "Unprofessional conduct" defined.** For the purposes of [NRS 642.5175](#), unprofessional conduct includes:

1. Misrepresentation or fraud in the operation of a funeral establishment, direct cremation facility, cemetery or crematory, or the practice of a funeral director or funeral arranger.
2. Solicitation of dead human bodies by the licensee or his or her agents, assistants or employees, whether the solicitation occurs after death or while death is impending, but this does not prohibit general advertising.
3. Employment by a holder of a permit to operate a funeral establishment or direct cremation facility or by a licensee of persons commonly known as "cappers," "steerers" or "solicitors," or of other persons to obtain funeral directing or embalming business.
4. Employment, directly or indirectly, of any apprentice, agent, assistant, embalmer, funeral arranger, employee or other person, on part- or full-time or on commission, to call upon natural persons or institutions by whose influence dead human bodies may be turned over to a particular funeral director, funeral arranger or embalmer.
5. The buying of business by a holder of a permit to operate a funeral establishment or direct cremation facility or by a licensee or his or her agents, assistants or employees, or the direct or indirect payment or offer of payment of a commission by the holder of a permit or a licensee or his or her agents, assistants or employees, to secure business.
6. Gross immorality.
7. Aiding or abetting an unlicensed person to practice funeral directing, funeral arranging or embalming.
8. Using profane, indecent or obscene language in the presence of a dead human body, or within the immediate hearing of the family or relatives of a deceased whose body has not yet been interred or otherwise disposed of.
9. Solicitation or acceptance by a holder of a permit to operate a funeral establishment or direct cremation facility or by a licensee of any commission, bonus or rebate in consideration of recommending or causing a dead human body to be disposed of in any crematory, mausoleum, direct cremation facility or cemetery.
10. Except as otherwise provided in this subsection, using any casket or part of a casket which has previously been used as a receptacle for, or in connection with, the burial or other disposition of a dead human body. The provisions of this subsection do not prohibit the rental of the outer shell of a casket into which a

removable insert containing a dead human body is placed for the purpose of viewing the body or for funeral services, or both, and which is later removed from the outer shell for cremation.

11. Violation of any provision of this chapter, any regulation adopted pursuant thereto or any order of the Board.

12. Violation of any state law or municipal or county ordinance or regulation affecting the handling, custody, care or transportation of dead human bodies, including, without limitation, [chapters 440, 451 and 452](#) of NRS.

13. Fraud or misrepresentation in obtaining a permit or license.

14. Refusing to surrender promptly the custody of a dead human body, upon the express order of the person lawfully entitled to the custody thereof.

15. Taking undue advantage of the patrons of a funeral establishment or direct cremation facility, or being guilty of fraud or misrepresentation in the sale of merchandise to those patrons.

16. The theft or misappropriation of money in a trust fund established and maintained pursuant to [chapter 689](#) of NRS.

17. Having an alcohol use disorder or the unlawful use of a controlled substance.

18. Unethical practices contrary to the public interest as determined by the Board.

(Added to NRS by [1959, 846](#); A [1993, 2615](#); [1995, 271](#); [2003, 1277](#); [2007, 402](#); [2015, 1962](#)) — (Substituted in revision for NRS 642.480)

**NRS 642.5175 Grounds.** The following acts are grounds for which the Board may take disciplinary action against any person who holds a license, permit or certificate issued by the Board pursuant to this chapter or [chapter 451](#) or [452](#) of NRS, or may refuse to issue such a license, permit or certificate to an applicant therefor:

1. Conviction of a crime involving moral turpitude.

2. Unprofessional conduct.

3. False or misleading advertising.

4. Conviction of a felony relating to the practice of funeral directors or funeral arrangers.

5. Conviction of a misdemeanor that is related directly to the business of a funeral establishment, direct cremation facility, cemetery or crematory.

(Added to NRS by [1959, 846](#); A [1993, 2614](#); [1995, 271](#); [1997, 2580](#); [2003, 2717](#); [2015, 1962](#)) — (Substituted in revision for NRS 642.470)

**NRS 642.5176 Authorized disciplinary action; private reprimands prohibited; orders imposing discipline deemed public records.**

1. If the Board determines that a person who holds a license, permit or certificate issued by the Board pursuant to this chapter or [chapter 451](#) or [452](#) of NRS has committed any of the acts set forth in [NRS 642.5175](#), the Board may:

(a) Refuse to renew the license, permit or certificate;

(b) Revoke the license, permit or certificate;

(c) Suspend the license, permit or certificate for a definite period or until further order of the Board;

(d) Impose a fine of not more than \$5,000 for each act that constitutes a ground for disciplinary action;

(e) Place the person on probation for a definite period subject to any reasonable conditions imposed by the Board;

(f) Administer a public reprimand; or

(g) Impose any combination of disciplinary actions set forth in paragraphs (a) to (f), inclusive.

2. The Board shall not administer a private reprimand.

3. An order that imposes discipline and the findings of fact and conclusions of law supporting that order are public records.

(Added to NRS by [1997, 2577](#); A [2003, 1276](#), [3461](#); [2005, 797](#); [2015, 1962](#)) — (Substituted in revision for NRS 642.473)

#### **EMBALMERS ONLY**

**NRS 642.130 Grounds.** The following acts are grounds for which the Board may take disciplinary action against a person who is licensed to practice the profession of embalming pursuant to this chapter or refuse to issue such a license to an applicant therefor:

1. Gross incompetency.
2. Unprofessional, unethical or dishonest conduct.
3. Having an alcohol use disorder.
4. Fraud or misrepresentation in obtaining or attempting to obtain a license to practice the profession of embalming.
5. Employment by the licensee of persons commonly known as "cappers," "steerers" or "solicitors," or of other persons to obtain funeral directing, funeral arranging or embalming business.
6. Malpractice.
7. Gross immorality.
8. The unlawful use of any controlled substance.
9. Conviction of a felony relating to the practice of embalming.
10. False or misleading advertising as defined in [NRS 642.5172](#), or false or misleading statements in the sale of merchandise or services.
11. Refusal to surrender promptly the custody of a dead human body upon the request of a person who is legally entitled to custody of the body.
12. Violation by the licensee of any provision of this chapter, any regulation adopted pursuant thereto, any order of the Board or any other law of this State relating to the practice of any of the professions regulated by the Board.
13. The theft or misappropriation of money in a trust fund established and maintained pursuant to [chapter 689](#) of NRS.

[Part 3:28:1909; A [1917.66](#); 1919 RL § 4447; NCL § 2667] — (NRS A [1993.2612](#); [1997.2579](#); [2003.1271](#), [2717](#); [2015.1956](#))

**NRS 642.135 Authorized disciplinary action; private reprimands prohibited; orders imposing discipline deemed public records.**

1. If the Board determines that a person who is licensed to practice the profession of embalming pursuant to this chapter has committed any of the acts set forth in [NRS 642.130](#), the Board may:

- (a) Refuse to renew the license;
- (b) Revoke the license;
- (c) Suspend the license for a definite period or until further order of the Board;
- (d) Impose a fine of not more than \$5,000 for each act which constitutes a ground for disciplinary action;
- (e) Place the person on probation for a definite period subject to any reasonable conditions imposed by the Board;
- (f) Administer a public reprimand; or
- (g) Impose any combination of disciplinary actions set forth in this section.

2. The Board shall not administer a private reprimand.

3. An order that imposes discipline and the findings of fact and conclusions of law supporting that order are public records.

(Added to NRS by [1997.2576](#); A [2003.3461](#))



STATE OF NEVADA

## FUNERAL AND CEMETERY SERVICES BOARD

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### AGENDA ITEM 15: Financial Reports

#### Attachments:

See attached Regulatory Fee Collection Report.

- a. Regulatory Fee Collection
- b. Financial Reports



# State of Nevada Funeral and Cemetery Services

## SALES BY CUSTOMER SUMMARY

July - November, 2019

	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	TOTAL
10 Bunker's Eden Vale Mortuary	420.00	200.00	300.00	460.00		\$1,380.00
104 Serenity Funeral Home	220.00	220.00	240.00	260.00	170.00	\$1,110.00
106 Clark County Funeral Service	70.00	50.00	60.00	80.00		\$260.00
108 Truckee Meadows Cremation & Burial Svcs	740.00	780.00	540.00	850.00	460.00	\$3,370.00
109 Las Vegas Islamic Cemetery	30.00	0.00	40.00	30.00	40.00	\$140.00
110 McDermott Funeral Home	940.00	770.00	890.00			\$2,600.00
111 Funeraria Casa De Paz	160.00	150.00	240.00	240.00	120.00	\$910.00
112 Giddens Memorial Chapel	130.00	70.00	60.00	70.00		\$330.00
113 Nevada Funeral Service	200.00	140.00	90.00	100.00	130.00	\$660.00
114 Eastside Memorial Park	70.00	40.00	20.00	120.00	50.00	\$300.00
115 Mountain Vista Chapel	80.00	60.00	70.00	60.00	60.00	\$330.00
116 Sonoma Funeral Home	130.00	90.00	90.00	40.00	120.00	\$470.00
15 Southern Nevada Mortuary	40.00	50.00	30.00	50.00		\$170.00
18 Gunter's Hawthorne Funeral Home	70.00	50.00	70.00	70.00	80.00	\$340.00
3 Mountain View Mortuary	300.00	300.00	240.00	250.00	180.00	\$1,270.00
51 Hites Funeral Home & Crematory	1,290.00	1,390.00	970.00	970.00	1,080.00	\$5,700.00
56 Pahrump Family Mortuary Group	330.00	270.00	230.00	250.00	340.00	\$1,420.00
60 The Gardens	110.00	160.00	110.00	180.00	160.00	\$720.00
7 Burns Funeral Home, Inc.	210.00	260.00	310.00	300.00	300.00	\$1,380.00
74 Kraft-Sussman Funeral Services	320.00	300.00	410.00	340.00	380.00	\$1,750.00
8 Freitas Ruprecht Funeral Home	130.00	110.00	90.00	130.00	90.00	\$550.00
83 Autumn Funeral & Cremations	390.00	290.00	90.00	240.00	300.00	\$1,310.00
85 Heritage Mortuary	130.00	30.00	150.00	70.00	70.00	\$450.00
89 Star Mortuary (Funeral Smith)	0.00	0.00	0.00	0.00	0.00	\$0.00
La Paloma Funeral Services						\$0.00
107 La Paloma - Stoker	0.00	0.00	0.00	0.00	0.00	\$0.00
79 La Paloma - Stephanie	610.00	700.00	870.00	700.00	800.00	\$3,680.00
88 La Paloma - Longley	220.00	350.00	410.00	90.00	200.00	\$1,270.00
<b>Total La Paloma Funeral Services</b>	<b>830.00</b>	<b>1,050.00</b>	<b>1,280.00</b>	<b>790.00</b>	<b>1,000.00</b>	<b>\$4,950.00</b>
Legacy Funeral Holdings, Inc.						\$0.00
Davis Funeral Home & Memorial Park						\$0.00
103 Las Vegas Cremations	390.00	460.00	370.00	460.00	550.00	\$2,230.00
26 South Eastern Avenue	1,000.00	1,050.00	1,170.00	860.00	1,040.00	\$5,120.00
28 South Rainbow Rd	150.00	200.00	260.00	250.00	230.00	\$1,090.00
<b>Total Davis Funeral Home &amp; Memorial Park</b>	<b>1,540.00</b>	<b>1,710.00</b>	<b>1,800.00</b>	<b>1,570.00</b>	<b>1,820.00</b>	<b>\$8,440.00</b>
<b>Total Legacy Funeral Holdings, Inc.</b>	<b>1,540.00</b>	<b>1,710.00</b>	<b>1,800.00</b>	<b>1,570.00</b>	<b>1,820.00</b>	<b>\$8,440.00</b>
SCI						\$0.00
Alderwoods (Nevada) Inc.						\$0.00
38 Thomas and Jones Affordable Funeral Home	240.00	210.00	190.00	190.00	190.00	\$1,020.00
<b>Total Alderwoods (Nevada) Inc.</b>	<b>240.00</b>	<b>210.00</b>	<b>190.00</b>	<b>190.00</b>	<b>190.00</b>	<b>\$1,020.00</b>
Keystone America						\$0.00
36 FitzHenry's - Fairview	170.00	170.00	170.00	140.00	160.00	\$810.00
58 FitzHenry's - Highway 395	100.00	90.00	70.00	80.00	90.00	\$430.00

	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	TOTAL
<b>Total Keystone America</b>	<b>270.00</b>	<b>260.00</b>	<b>240.00</b>	<b>220.00</b>	<b>250.00</b>	<b>\$1,240.00</b>
Neptune Management Corp.						\$0.00
64L Neptune Society - Las Vegas	590.00	760.00	760.00	690.00	740.00	\$3,540.00
81L Neptune Society - Reno	340.00	330.00	310.00	310.00	360.00	\$1,650.00
87L National Cremation Society	80.00	90.00	160.00	100.00	100.00	\$530.00
<b>Total Neptune Management Corp.</b>	<b>1,010.00</b>	<b>1,180.00</b>	<b>1,230.00</b>	<b>1,100.00</b>	<b>1,200.00</b>	<b>\$5,720.00</b>
Palm Mortuaries						\$0.00
105 Palm - Southwest	230.00	220.00	150.00	200.00	300.00	\$1,100.00
17 Palm - Downtown (N Main)	700.00	510.00	660.00	660.00	550.00	\$3,080.00
19 Palm - Boulder Hwy	360.00	260.00	300.00	290.00	350.00	\$1,560.00
27 Palm - Eastern	880.00	800.00	950.00	1,020.00	820.00	\$4,470.00
37 Palm - South Jones	320.00	280.00	320.00	220.00	290.00	\$1,430.00
54 Palm - Cheyenne	240.00	260.00	290.00	250.00	280.00	\$1,320.00
55 Affordable Cremation - Decatur	890.00	970.00	900.00	800.00	850.00	\$4,410.00
69 King David Memorial Chapel	70.00	110.00	160.00	80.00	140.00	\$560.00
80 Palm - Northwest	430.00	440.00	460.00	540.00	460.00	\$2,330.00
<b>Total Palm Mortuaries</b>	<b>4,120.00</b>	<b>3,850.00</b>	<b>4,190.00</b>	<b>4,060.00</b>	<b>4,040.00</b>	<b>\$20,260.00</b>
<b>Total SCI</b>	<b>5,640.00</b>	<b>5,500.00</b>	<b>5,850.00</b>	<b>5,570.00</b>	<b>5,680.00</b>	<b>\$28,240.00</b>
Serenity VII, LLC						\$0.00
46 Desert Memorial	670.00	1,100.00	640.00	690.00	680.00	\$3,780.00
88L Sunrise Cremation & Burial Society	440.00	300.00	320.00	440.00	390.00	\$1,890.00
<b>Total Serenity VII, LLC</b>	<b>1,110.00</b>	<b>1,400.00</b>	<b>960.00</b>	<b>1,130.00</b>	<b>1,070.00</b>	<b>\$5,670.00</b>
Simple Cremation, Inc. -						\$0.00
53L Simple Cremation, Inc. - NW (Rancho)	520.00	640.00	570.00	620.00	560.00	\$2,910.00
77L Simple Cremation, Inc. - Reno (Kietzke)	290.00	360.00	320.00	410.00	460.00	\$1,840.00
85L Simple Cremation, Inc. - SW (Durango)	580.00	620.00	560.00	480.00	400.00	\$2,640.00
86L Simple Cremation Inc. Henderson (Lake Mead)	520.00	420.00	450.00	400.00	330.00	\$2,120.00
89L Simple Cremation Inc. - Sparks (Rock)	130.00	220.00	90.00	80.00	0.00	\$520.00
90 Simple Cremation - East (Sahara)	380.00	280.00	310.00	540.00	480.00	\$1,990.00
<b>Total Simple Cremation, Inc. -</b>	<b>2,420.00</b>	<b>2,540.00</b>	<b>2,300.00</b>	<b>2,530.00</b>	<b>2,230.00</b>	<b>\$12,020.00</b>
Smith E LLC						\$0.00
5 Smith Family Funeral Home	180.00	130.00	190.00	150.00	170.00	\$820.00
72 Boulder City Family Mortuary	170.00	190.00	140.00	190.00	120.00	\$810.00
<b>Total Smith E LLC</b>	<b>350.00</b>	<b>320.00</b>	<b>330.00</b>	<b>340.00</b>	<b>290.00</b>	<b>\$1,630.00</b>
Southern Nevada Funeral Services, LLC						\$0.00
2 Lee Funeral Home	120.00	170.00	90.00	130.00	80.00	\$590.00
<b>Total Southern Nevada Funeral Services, LLC</b>	<b>120.00</b>	<b>170.00</b>	<b>90.00</b>	<b>130.00</b>	<b>80.00</b>	<b>\$590.00</b>
The Funeral Directors Management Group						\$0.00
49 Moapa Valley & Virgin Valley Mortuaries	160.00	220.00	170.00	100.00	230.00	\$880.00
<b>Total The Funeral Directors Management Group</b>	<b>160.00</b>	<b>220.00</b>	<b>170.00</b>	<b>100.00</b>	<b>230.00</b>	<b>\$880.00</b>
Walton's Inc						\$0.00
16 Walton's Sierra Chapel	460.00	450.00	400.00	500.00		\$1,810.00
21 Walton's Chapel of the Valley	220.00	210.00	210.00	410.00		\$1,050.00
25 Walton's Sparks Funeral Home	150.00	90.00	120.00	210.00		\$570.00
35 John Sparks Memorial Cremation	160.00	140.00	260.00	160.00		\$720.00
50 Walton's Funerals and Cremations - Church	70.00	90.00	120.00	40.00		\$320.00
9 O'Brien Rogers & Crosby Funeral Home	50.00	50.00	30.00	50.00		\$180.00
McCaffery Family Limited Partnership						\$0.00

	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	TOTAL
1 Ross, Burke & Knobel Mortuary - Reno	350.00	220.00	210.00	220.00		\$1,000.00
<b>Total McCaffery Family Limited Partnership</b>	<b>350.00</b>	<b>220.00</b>	<b>210.00</b>	<b>220.00</b>		<b>\$1,000.00</b>
Nevada Memorial Estate Plans						\$0.00
45 Cremation Society of Nevada - Northern Nevada	60.00	100.00	50.00	160.00		\$370.00
57 Cremation Society of Nevada - Affinity	270.00	200.00	140.00	220.00		\$830.00
62 Cremation Society of Nevada - Capitol City	210.00	370.00	160.00	220.00		\$960.00
<b>Total Nevada Memorial Estate Plans</b>	<b>540.00</b>	<b>670.00</b>	<b>350.00</b>	<b>600.00</b>		<b>\$2,160.00</b>
<b>Total Walton's Inc</b>	<b>2,000.00</b>	<b>1,920.00</b>	<b>1,700.00</b>	<b>2,190.00</b>		<b>\$7,810.00</b>
Walton's New						\$0.00
117 Walton's Funerals and Cremations - Church					90.00	\$90.00
118 Walton's Chapel of the Valley					300.00	\$300.00
119 O'Brien Rogers & Crosby Funeral Home					90.00	\$90.00
121 Walton's Sierra Chapel					370.00	\$370.00
122 Walton's Sparks Funeral Home					140.00	\$140.00
125 John Sparks Memorial Cremation					190.00	\$190.00
McCaffery Family Limited Partnership						\$0.00
120 Ross, Burke & Knobel Mortuary - Reno					170.00	\$170.00
<b>Total McCaffery Family Limited Partnership</b>					<b>170.00</b>	<b>\$170.00</b>
Nevada Memorial Estate Plans						\$0.00
123 Cremation Society of Nevada - Affinity					210.00	\$210.00
124 Cremation Society of Nevada - Capitol City					210.00	\$210.00
126 Cremation Society of Nevada - Northern Nevada					100.00	\$100.00
<b>Total Nevada Memorial Estate Plans</b>					<b>520.00</b>	<b>\$520.00</b>
<b>Total Walton's New</b>					<b>1,870.00</b>	<b>\$1,870.00</b>
<b>TOTAL</b>	<b>\$20,680.00</b>	<b>\$20,610.00</b>	<b>\$19,820.00</b>	<b>\$19,510.00</b>	<b>\$18,400.00</b>	<b>\$99,020.00</b>



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### AGENDA ITEM 16: Current Complaint Status

Attachment: Overview of Current Complaint Status





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**COMPLAINT STATUS**

Complaint No.	Status	Summary	Complaint Rcvd.	ACK
FB19-01	Consent Decree	Death Certificates	2/19/2019	2/19/2019
FB19-02	Dismissed	Cremation in reasonable time	2/19/2019	2/19/2019
FB19-03	Pending	Self-reporting criminal history	3/5/2019	n/a
FB19-04	Consent Decree	Failure to report criminal history	3/6/2019	n/a
FB19-05	Dismissed	Unprofessional conduct	5/20/2019	5/20/2019
FB19-06	Dismissed	Cremains misplaced	7/12/2019	7/16/2019
FB19-07	Consent Decree	Delay in disposition	7/30/2019	n/a
FB19-08	Pending	Cemetery maintenance	8/2/2019	8/6/2019
FB19-09	Consent Decree	Unauthorized release of cremains	8/27/2019	9/3/2019
FB19-10	Consent Decree	Unprofessional conduct	9/16/2019	n/a
FB19-11	Dismissed	Unprofessional conduct	9/13/2019	9/16/2019
FB19-12	Pending	Cemetery maintenance	9/23/2019	9/24/2019
FB19-13	Dismissed	Authorization to order disposition	9/23/2019	9/24/2019
FB19-14	Pending	Improper advertising	9/27/2019	10/1/2019
FB19-15	Pending	Cemetery maintenance	9/30/2019	10/3/2019
FB19-16	Pending	Death certificates	10/7/2019	10/9/2019
FB19-17	Pending	Initial pick-up	11/18/2019	11/20/2019
FB19-18	Pending	Release of personal effects	12/16/2019	12/18/2019



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### AGENDA ITEM 17: Executive Director Report

Attachment: See attached report.



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## **Executive Director Report – February 2020**

### **Audit**

Financial Audit completed, approved at last meeting and was submitted to LCB.

### **Renewals**

License renewal letters were sent out in October. Renewal forms are available online and submissions can be made online or by mail. We sent reminder letters via email mid-January as late fees are incurred on February 1<sup>st</sup>. February 1<sup>st</sup>, letters were printed advising any remaining licensees who have not renewed that they are no longer authorized to practice and there will be late fees for renewal.

### **Projects**

Executive Director presented Nevada law trainings both north and south in early December. Will plan on offering the trainings once per year.

Worked on all end of year payroll issues for 1099's, W-2's, etc.

### **Meetings**

Executive Director will attend Board meeting as District 9 Board member for the Conference in February of 2020 (Brian Rebman and Chris Naylor also scheduled to attend).

Executive Director to attended inspections in December with Las Vegas coroner at their request.

### **Licensing Approvals**

See attached for individuals approved by Executive Director since prior meeting.



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### Executive Director Approved Applicants 11/1/2019 – 1/21/2020

1. For reference only, Funeral Arranger applicants approved by Executive Director:
  - a. Larry Roy Davis FA180 – 11/20/2019
  - b. Hannah Marie Blair FA181 – 11/25/2019
  - c. Serena Leigh Smith FA182 – 12/6/2019
  - d. Brooke L. Santina FA183 – 1/2/2020
  - e. Jade Rain Atkinson FA184 – 1/2/2020
  - f. Lauren Ashley Guido FA185 – 1/2/2020
2. For reference only, Funeral Director applicants approved by Executive Director:
  - a. Sandra S. Stella FD955 – 1/2/2020
  - b. Abraham Peralta Espinosa FD956 – 1/2/2020
3. For reference only, Funeral Arranger applicants approved by Executive Director:
  - a. Benjamin Vaughn Rebman EMB881 – 1/2/2020
  - b. Mark M. Reyher EMB882R – 1/2/2020