



STATE OF NEVADA
FUNERAL AND CEMETERY SERVICES BOARD

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MINUTES

Wednesday, August 16, 2023, at 9:00 a.m.

Video Conference and Teleconference

Via Zoom Video Conference

Zoom Meetings
at <https://zoom.us/>
Meeting ID: 620 111 9518 // Password:
045324

Via Teleconference:

1-669-900-6833
Meeting ID: 620 111 9518 // Password:
045324

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

Chairman Sharp called the meeting to order at 9:00 a.m. Roll call was taken and confirmed that a quorum was present.

Board Members Present

Dr. Randy Sharp, Chairman
Kim Kandaras, Treasurer
Laura Sussman, Secretary
Dr. Raymond Giddens
Dr. Donald Edward Chaney
Celena DiLullo
Jeffrey Long

Board Staff Present

Stephanie Bryant McGee, Executive Director
Marie Paakkari, Administrative Assistant

Board Counsel Present

Sofia Long, Deputy Attorney General
Rosalie Bordelove, Chief Deputy Attorney
General

Board Members Absent

None

2. Public comment

Chairman Sharp opened the floor to public comments. There were no comments.

3. Consent Agenda (For Possible Action)

Chairman Sharp called for approval items on the consent agenda.

The consent agenda items contain routine matters for consideration and acceptance. The Board members may approve items on the consent agenda as a whole or individually at their discretion.

- A. Discussion, recommendation, and possible action regarding review and approval of minutes of meetings (For possible action)
- 1) June 7, 2023

- B. Discussion, recommendation, and possible action regarding previously issued temporary establishment permit, direct cremation facility permit, crematory license applications and request for approval of new managing funeral directors (for possible action)
- 1) Managing Funeral Director Request for Christopher Walters FD64 – Desert Memorial Cremation & Burial EST133, temporary approval was granted for an effective date of May 27, 2023.
 - 2) Managing Funeral Director Request for Christopher Walters FD64 – Sunrise Cremation Society DC101L, temporary approval was granted for an effective date of May 27, 2023.
 - 3) Managing Funeral Director Request for Traci Ortlieb FD992 – Desert Memorial Cremation & Burial EST133, temporary approval was granted for an effective date of June 1, 2023.
 - 4) Managing Funeral Director Traci Ortlieb FD992 – Sunrise Cremation Society DC101L, temporary approval was granted for an effective date of June 1, 2023.
 - 5) Managing Funeral Director Margarita Rojas FD946 – Clark County Funeral Services EST106, temporary approval was granted for an effective date of June 6, 2023.
 - 6) Managing Funeral Director Request for Jeffrey Baughn FD993 – Walton’s Funerals & Cremations EST117, temporary approval was granted for an effective date of June 3, 2023.
 - 7) Managing Funeral Director Request for Jeffrey Baughn FD993 – Walton’s Funerals & Cremations-Chapel of the Valley EST118, temporary approval was granted for an effective date of June 3, 2023.
 - 8) Managing Funeral Director Request for Jeffrey Baughn FD993 – Cremation Society – Capitol City EST124, temporary approval was granted for an effective date of June 3, 2023.
 - 9) Managing Funeral Director Request for Russell E. Donaldson FD963 – National Cremation Society DC87L, temporary approval was granted for an effective date of July 1, 2023.
 - 10) Managing Funeral Director Request for Sarah Grabowska FD995 – Cremation Society of Nevada – Affinity EST123, temporary approval was granted for an effective date of July 22, 2023.
 - 11) Managing Funeral Director Request for Sarah Grabowska FD995 – Cremation Society of Nevada – John Sparks EST125, temporary approval was granted for an effective date of July 22, 2023.
 - 12) Managing Funeral Director Request for Blake Howe FD622 – Cremation Society of Nevada – Northern Nevada EST126, temporary approval was granted for an effective date of July 22, 2023.

Kim Kandaras recused herself from the vote on items 6, 7, 8, 10, 11, and 12.

Action: Laura Sussman made the motion, seconded by Randy Sharp, to approve all items on the Consent Agenda. The motion passed unanimously.

4. Discussion, recommendation, and possible action regarding a consent decree for Case Number FB21-17, Clark County Funeral Services EST106 (For possible action)

Attorney Rosalie Bordelove presented background regarding the Order in Case Number FB21-17, an overview of the terms of the consent decree, and answered questions from the Board members regarding those terms.

Action: Dr. D. Edward Chaney made the motion, seconded by Kim Kandaras, to accept the consent decree for case number FB21-17, Clark County Funeral Services EST106 as written. The motion passed unanimously.

5. Discussion and overview of implementation of 2023 Legislation (For Information Only)

Executive Director Stephanie McGee provided a status report of the 2023,

The Board has been placed within the Department of Business & Industry. During a conversation with Director Reynolds, Director of the Department of Business & Industry, assured Ms. McGee that no staff positions are in jeopardy. The Department is gathering information from the affected boards and will develop standards for internal controls, investigations, and separating the disciplinary process from the licensing process. Director Reynolds was invited to attend the meeting but was unable to do so.

With respect to the fingerprinting bill, Ms. McGee reported that she was working with the Department of Public Safety to obtain approval to begin accepting fingerprints. The Department of Public Safety sent the bill language to the Federal Bureau of Investigation for approval to accept fingerprints. Ms. McGee explained that the previous fingerprinting and background check language was not approved by the FBI. The Department of Public Safety informed Ms. McGee that the approval process may take several months.

Ms. McGee presented an update on implementing the natural organic reduction law and explained that she has been contacting regulators in other states where natural organic reduction has been enacted to determine what regulations and best practices have been developed.

6. Financial Reports (For Information Only)

- A. Financial Reports—FY23 (Update) and FY24
- B. Regulatory Fee Collection

Ms. McGee presented the budget from FY23 to show where the financials ended up at the end of FY23, given the regulatory fees collected to date. There are still some entities who have not yet paid for April 2023. There is no requirement that entities have to pay their regulatory fees by the 15th of the following month. We request that facilities pay by the 15th. Therefore, FY23 is not closed.

Ms. McGee presented the financial statements, including the budget and actuals for FY24, which were limited as it was early in the fiscal year. Ms McGee explained that the statements were prepared as of August 9, and that, as of that date, the office had not collected any regulatory fees for July.

Chairman Sharp indicated his support for pursuing a deadline for the regulatory fees.

7. Overview of current complaint status (For Information Only)

Ms. McGee presented an overview of the complaints to date in calendar year 2023. Because complaints are confidential, there is limited information that can be presented to the Board at the public meeting.

8. Report from Executive Director, Stephanie Bryant McGee (For Information Only)

Stephanie McGee provided a report on office operation activities since the previous Board meeting on June 7, 2023.

Chairmans Sharp expressed his appreciation to Ms. McGee for becoming more familiar with the industry in Nevada and for meeting with industry representatives.

9. Discussion regarding future agenda items and future meeting dates (For Possible Action)

Wednesday, November 15, 2023

The Board reviewed and discussed the future agenda items and the future meeting date. The Board decided that the November meeting would be held via Zoom.

10. Public comment

Chairman Sharp opened the floor for public comment. There were no comments.

11. Adjournment (For Possible Action)

Chairman Sharp adjourned the meeting at 9:37 a.m.