



## Board of Funeral Service

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### OFFICIAL BOARD MINUTES FOR January 17, 2018 BOARD MEETING

Members Present: Stuart W. Barns, President  
D. Scott Isburg, Vice-President  
Randy Brennick, Secretary-Treasurer  
James Jones, Member  
Chad Osthus, Member  
David Volk, Lay Member  
Tony Farmen, Lay Member  
Mariah Pokorny, Dept. of Health (Non-voting member)

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary  
Brooke Tellinghuisen Geddes, Executive Assistant  
Jill Lesselyoung, Executive Assistant  
John Strohmman, Office of the Attorney General

President Barns called the meeting to order at 4:32 PM CT.

**Corrections or additions to the agenda:** Strohmman advised new Board members of their responsibilities and functions on the Board.

**Welcome new Board members:** Chad Osthus, Jim Jones and Tony Farmen introduced themselves to the Board and gave a brief background on themselves.

**Applicant for Licensure #2017-1:** Barns recommended to the Board that they deny licensure for applicant #2017-1. Isburg moved moved and Brennick seconded to deny applicant #2017-1 for licensure. Motion carried by unanimous vote with Barns abstaining. Strohmman advised the Board on the complaint process and the appeal process. Strohmman exited the meeting at 4:50PM CT.

**Approval of Minutes from September 21, 2017:** Isburg moved and Brennick seconded to approve the minutes from September 21, 2017. Motion carried by unanimous roll call vote with Osthus, Jones and Farmen abstaining.

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**FY Financial Update:** Lesselyoung reported fiscal year to date figures as of November 30, 2017: year to date revenue of \$55,654.10; expenditures of \$33,378.21 and cash balance of \$140,154.86.

**Establishment/Crematory Inspections:** Board members were asked if anyone would like to conduct annual inspections. It was confirmed that no one on the Board would like to take over the inspections. The Board agreed to hire an outside inspector and will ask for bids.

**Licensure Compact:** Discussion was held on the draft licensure bill for the Interstate Compact for Temporary Licensure of Professionals. The Board was advised there may be additional changes forthcoming to some of the language before the bill is submitted.

**Executive Secretary Contract:** Tellinghuisen asked to renew the contract at the current rate with no increases. Volk moved and Isburg seconded to approve the contract as requested. Motion carried by unanimous roll call vote.

**Complaints/Investigations:** None

**Any other business coming in between date of mailing and date of meeting:** There was no other business.

**Schedule Next Meeting:** The next meeting will be scheduled in conjunction with the SD Funeral Director's Association Annual Meeting in May. The Board will confirm the final date at a future time.

Barns adjourned the meeting at 5:31 PM CT. Motion carried by unanimous roll call vote.

Respectfully submitted,



Carol Tellinghuisen  
Executive Secretary