

**Illinois Department of Financial and Professional Regulation**  
**Division of Professional Regulation**  
**Open Minutes**

**Open Minutes: Illinois Funeral Directors and Embalmers Licensing and  
Disciplinary Board**

Date: December 12, 2018  
Time: 11:08 am  
Location: Springfield Office, Room 376

Board Members Present:  
Charles R. Hanley, Chairperson  
Bryan A. Crain, Member  
Terry W. Plummer, Member  
Elizabeth A. Ritzenthaler, Public Member  
Tim Ruestman, Member  
Mariella Trevino, Member

Board Members Absent:  
Karen Scott, Member

The Board Members present constituted a quorum of the Board.

Guests Present:  
None

Staff Present:  
Jim Koehl, Board Liaison  
Chau T. Nguyen, IDFPR Assistant General Counsel

Topic	Discussion	Action
I. GUESTS, COMMENTS:		The meeting was called to order at 11:08 am and roll call taken.
II. ANNOUNCEMENTS, CORRESPONDENCE:	The Conference-Model Internship (handout)	
III. REVIEW AND APPROVAL OF OPEN MINUTES:	The following Open Minutes were reviewed by the Board.  December 13, 2017	Motion was made and seconded (Crain/Plummer) to approve the December 13, 2017 Open Minutes. Motion carried.

IV. OLD BUSINESS:	No items.	
V. NEW BUSINESS:	Chairperson Hanley introduced new Board Member Tim Ruestman.  Chau noted if there are any items regarding Bills introduced he may call Board members to discuss.	
Motion to go into Closed Session	Roll Call Vote: Charles R. Hanley/aye Bryan A. Crain/aye Terry W. Plummer/aye Elizabeth A. Ritzenthaler/aye Tim Ruestman/aye Mariella Trevino/aye	Motion was made and seconded Plummer/Crain to go into Closed Session for the purpose of reviewing deliberations and Closed Minutes pursuant to Section 2 (c)(4) and (21) of the Open Meetings Act at 11:20 am.  Motion carried by roll call vote.
VI. CLOSED SESSION:		
Closed Minutes	The following Closed Minutes were reviewed by the Board.  December 13, 2017	
Deliberations	The Board reviewed 3 deliberations and made recommendations to the Director.	
CE Waiver Requests	None	
Application/File Reviews	The Board reviewed on CE Sponsor application - 181514	
Variances	None	
Motion to go into Open Session		Motion was made and seconded (Ruestman/Trevino) to go

		<p>into Open Session at 12:17 pm. Motion carried.</p> <p>Motion was made and seconded (Ruestman/Ritzenthaler) to accept the recommendations made in closed session. Motion carried.</p>
VII. BOARD CHAIRMAN TIME:	Charles Hanley reminded Board members to get case reports reviewed in a timely manner, especially 4 <sup>th</sup> quarter case reports.	
VIII. BOARD LIAISON TIME:	Jim Koehl noted that the next meeting is scheduled for March 13, 2019 in Chicago.	
IX. ADJOURNMENT:		<p>Motion was made and seconded (Plummer/Ruestman) to adjourn the meeting at 12:32 pm. Motion carried.</p>