

**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 11, 2015  
Time: 11:07 am  
Location: Springfield Office, Room 376

Board Members Present:  
Mark A. Rizzo, Chairperson  
Charles R. Hanley, Member  
Terry W. Plummer, Member  
Timothy D. Ruestman, Member  
Katherine J. Salyards, Member

Board Members Absent:  
Karen Scott, Member

The Board Members present constituted a quorum of the Board.

Guests Present:  
None

Staff Present:  
Keri J. Ginger, Board Liaison  
David Evans, COA Deputy Director  
Rita Baker, Administrative Assistant

Via Telephone:  
Araceli De La Cruz, Chief of General Prosecutions  
Martha Reggi, General Counsel

Topic	Discussion	Action
I. GUESTS, COMMENTS:		The meeting was called to order at 11:07 am and roll call taken.
II. ANNOUNCEMENTS, CORRESPONDENCE:	Board members welcomed new member Terry W. Plummer. Mr. Plummer introduced himself to the Board. Two letters received from The Conference were shared.	
III. REVIEW AND APPROVAL OF OPEN MINUTES:	The following Open Minutes were reviewed by the Board.	Motion was made and seconded (Hanley/Salyards) to approve the

	September 11, 2015	September 11, 2015 Open Minutes. Motion carried.
IV. OLD BUSINESS:	Martha Reggi addressed proposals to the Administrative Rules and informed the Board that requested changes have been made to the Draft Rules.	
V. NEW BUSINESS:	Out-of-state continuing education, out-of-state transfers, releasing of remains protocol and stay-to-closure issues were discussed.	
Motion to go into Closed Session	<p>Roll Call Vote:  Mark A. Rizzo/aye  Charles R. Hanley/aye  Terry W. Plummer/aye  Timothy D. Ruestman/aye  Katherine Salyards/aye</p>	<p>Motion was made and seconded (Hanley/Ruestman) to go into Closed Session for the purpose of reviewing deliberations and Closed Minutes pursuant to Section 2 (c)(4) and (15) of the Open Meetings Act at 12:07 pm.</p> <p>Motion carried by roll call vote.</p>
VI. CLOSED SESSION:		
Closed Minutes	The following Closed Minutes were reviewed by the Board.  September 11, 2015	
Deliberations	The Board reviewed 1 deliberation and made a recommendation to the Director.	
Application/File Reviews	The Board reviewed 1 CE Sponsor Application	
CE Waiver Requests	None	
Variance	None	

<p>Motion to go into Open Session</p>		<p>Motion was made and seconded (Hanley/Salyards) to go into Open Session at 12:23 pm. Motion carried.</p> <p>Motion was made and seconded (Hanley/Salyards) to approve the September, 11, 2015 Closed Minutes as written. Motion carried.</p> <p>Motion was made and seconded (Hanley/Ruestman) to accept the recommendations made in closed session. Motion carried.</p>
<p>VII. BOARD CHAIRMAN TIME:</p>	<p>Mark Rizzo discussed photo ID licensure. The Board thanked Timothy Ruestman whose term has expired for his service on the Board.</p>	
<p>VIII. BOARD LIAISON TIME:</p>	<p>Keri Ginger discussed SharePoint, a web based drop box system, with the Board for Board access to documents and case reports. The next Board meeting is scheduled for March 11, 2016 in Chicago.</p>	
<p>IX. ADJOURNMENT:</p>		<p>Motion was made and seconded (Ruestman/Hanley) to adjourn the meeting at 1:09 pm. Motion carried.</p>