

FUNERAL BOARD OF MANITOBA

MINUTES

JUNE 16, 2014

PRESENT: Janine Ballingall Scotten, Beth Rutherford, Darin Hoffman, Bob Clarke and Susan Boulter

REGRETS: C. Fred Olds

GUESTS: Randy Lock, John Delaney and Ljuba Keenan

I. Red River College Presentation

Randy Lock, Red River College gives the Board a presentation of the Funeral Directors and Embalmers training program.

- The Chair asks Randy When the College can begin Continuing Education courses. Randy advises that this is a possibility but discussions with the Board or the Education Committee regarding expectations would have to occur before the courses could be offered.
- Members suggest using complaints as case studies for the program's funeral law course.
- Randy advises that he receives regular calls from the media asking for information on the first graduates.
- Randy asks the Board to send a letter of support to Red River College confirming that the program meets with the requirements under the Act and regulation.

ACTION: Add information to the newsletter.

II. Approval of Agenda

Motion to add a strategic planning day.

Moved by: Janine Ballingall Scotten

Seconded by: Beth Rutherford

Motion carried

III. Inspector's report

- a) Statistics and updates: Seven complaint and seven administrative files have been opened in 2014.

John is going to Ste Rose du Lac, Dauphin and Roblin to complete compliance checks of the funeral homes.

Motion that names not be disclosed

Moved by: Janine Ballingall Scotten

Seconded by: Bob Clarke

Motion carried

- b) Complaint files:

- i. **2014-06:** Complaint regarding a discrepancy in the naming of the funeral home in three obituaries printed in the newspaper - Inspector provided background and recommendation that no further action be taken on this.

Moved by: Janine Ballingall Scotten

Seconded by: Beth Rutherford

Motion carried

- ii. **2014-01:** Complaint regarding fees charges by a funeral home for storing cremated remains, and transportation documents - Inspector provided background and recommendation that no further action be taken on this.
Moved by: Janine Ballingall Scotten
Seconded by: Beth Rutherford
Motion carried
- iii. **2014-05:** Complaint regarding the disposing of a file - Inspector provides background and recommends hearing.
Moved by: Janine Ballingall Scotten
Seconded by: Beth Rutherford
Motion carried

IV. Financial - Ljuba

- Ljuba presents the updated budget to the members. Members suggest minor changes to be reviewed at the next meeting.

V. Chairs Report

- Susan reviews the letter received from Manitoba Funeral Service Association and discussions regarding communication with the Association ensues.
- Draft response from the Board should include that the Board received communication and has no further information.
- The Board will seek information on who was elected at the Association's June 16, 2014 Annual General Meeting.

VI. Continuing Education

Members suggest sending a survey to the profession asking for their Continuing Education needs and interests. Motion Carried.

- a) G. Hildebrand: Board reviewed, motion to deny
Moved by: Janine Ballingall Scotten
Seconded by: Bob Clarke
All in favour
- b) R. Bilcowski: motion to deny
Moved by: Darin Hoffman
Seconded by: Janine Ballingall Scotten
All in favour

VII. Education Committee

Requests for accreditation approval submitted by the Education Committee

- a) Hospice and Palliative Care Manitoba
(only courses specific to the profession were recommended by the Education Committee for accreditation)
Moved by: Janine Ballingall Scotten
Seconded by: Darin Hoffman
All in favour
- b) Cremation Association of North America
Moved by: Janine Ballingall Scotten
Seconded by: Darin Hoffman
All in favour

VI. Registrar's Report

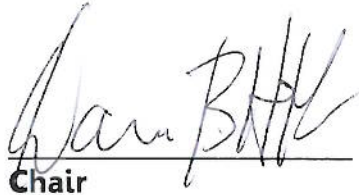
- Red River College Funeral Director Program Advisory Committee met one week ago.
- Bob advises the group that the Education Committee members want to participate in the Red River College Advisory Committee.

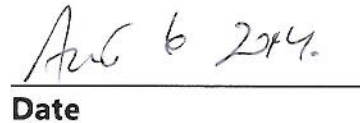
ACTION: Denise to send email to RRC representatives

IX. Hearings – the Board requests that the next hearing be scheduled.

X. Other

- a) Canadian Funeral Regulators Meeting.
Two Board members attended (one of the members who attended provides an overview of her experience):
 - There were discussions regarding continuing education and other issues within the profession
 - Many questions regarding the change in the approved schools in Manitoba
- b) Newsletter: members suggest changing the look of the Information Sheet and adding information regarding Workplace Safety and Health. They also suggest that the website have a specific location for all Information Sheets.


Chair


Date