

FUNERAL BOARD OF MANITOBA

MINUTES

MAY 16, 2014

PRESENT: Janine Ballingall Scotten, Beth Rutherford, Darin Hoffman, C. Fred Olds, Bob Clarke and Susan Boulter

REGRETS: none

GUESTS: Matt Delandes, John Delaney and Ljuba Keenan

I. Approval of Agenda

Moved by: Janine Ballingall Scotten

Seconded by: Beth Rutherford

Motion carried

II. Approval of April 25 minutes – suggestions are made to change the wording and naming in the minutes. Minutes to be sent to members for review prior to posting.

Moved by: Darin Hoffman

Seconded by: Beth Rutherford

Motion carried

Inspector invited into meeting.

IV. Inspector's report

a) Statistics and updates: six complaint files have been opened in 2014 and four are ongoing. Seven administrative inquiry files have been opened and two are ongoing.

b) Complaint files:

i. **2013-20**: complaint regarding harassment and bullying – recommendation is that no further action be taken. Members discuss the file and suggest a letter be sent with Respectful Workplace information.

Moved by: C. Fred Olds

Seconded by: Bob Clarke

Motion carried

ii. **2014-03**: complaint regarding location of decedent and pricing – recommendation is that no further action be taken. Members discuss the file and suggest that a notation be made in the Board's newsletter and a letter be sent to the Licensee asking that family be advised of decedent's location should it be moved from the funeral home.

Members discuss reviewing and updating the Code of Ethics.

Moved by: Darin Hoffman

Seconded by: C. Fred Olds

Motion carried

III. MC Delandes Monuments

Chair welcomes and introduces Mr. Matt Delandes to the Board.

Mr. Delandes provides members of the Board with a list of issues and concerns. He further states that consumers have no protection and advises that disclosure is important.

The Board makes note of Mr. Delandes' concerns and advises that consultations will occur in future as the Board is just beginning to understand *The Cemeteries Act*.

The Chair thanks Mr. Delandes for bringing his concerns to the Board's attention, and encouraged his future participation in *The Cemeteries Act* review

IN CAMERA SESSION

VI. Financial report

- Financial Manager provides an overview of the Board's budget. Members discuss the budget. Motion to approve with changes

Moved by: Darin Hoffman
Seconded by: Janine Ballingall Scotten
Motion carried

VII. Registrar's report

- Registrar notified the group that the next Red River College Steering Committee meeting is currently scheduled for June 6, 2014.

VIII. Administration

- a) Conflict of interest guideline is provided to members;
- b) All members signed a Conflict of Interest Statutory Declaration.

IX. Education

- Chair notified the group that she and the Board's Administrator met with representatives of Red River College regarding the Funeral Director program. These representatives will be invited to provide a presentation of the funeral director program to the Board at the June meeting.

X. Continuing Education

- a) Email from Shannon Drobot, MFSA asking if a videotape of the Jeff Chancellor presentation could be accepted for continuing education credits. The videotape would be distributed to the northern and long distance funeral directors who cannot attend the June 6th presentation. Ms. Drobot suggests they receive credit hours providing they have a witness sign a declaration confirming that they watched the video.

Moved by: Darin Hoffman
Seconded by: Janine Ballingall Scotten
Motion carried

XI. Other

- Newsletter – reviewed by the members, changes are suggested. New draft to be re-circulated once changes are made.

- Members discuss having a separate meeting to discuss *The Cemeteries Act*, its administration and next steps.

Next meeting: currently scheduled for June 20, 2014 – change of date suggested, calendar to be sent with Chair and Administrator's availabilities.


Chair


Date