

APPROVED

**BOARD OF FUNERAL DIRECTORS AND EMBALMERS
MINUTES OF CONTINUING EDUCATION COMMITTEE MEETING**

Tuesday, May 10, 2005
6603 W. Broad Street, 5th Floor
Board Room #1
Richmond, Virginia

Department of Health Professions

CALL TO ORDER:

A meeting of the Continuing Education Committee of the Virginia Board of Funeral Directors and Embalmers was called to order at 1:02 p.m.

PRESIDING:

Billie Watson-Hughes, Chair

MEMBERS PRESENT:

J. Michael Williams
Joseph Jenkins, Jr.
Willard D. Tharp

STAFF PRESENT:

Elizabeth Young, Executive Director
Annie B. Artis, Operations Manager

QUORUM:

With four members present, a quorum was established.

OTHERS PRESENT:

Elaine Yeatts, Policy Review Analyst
Bruce Keeney, Independent Funeral Homes of Virginia
Susan Motley, Virginia Funeral Directors Association
David Partridge, Regulatory Support Services

ORDERING OF AGENDA:

The agenda was accepted with no amendments.

PUBLIC COMMENT:

There was no public comment.

C.E.U. SPONSORS:

There was discussion regarding the fees for continuing education sponsors. Ms. Young stated the current fee for review of an application is \$200.00. The committee asked if it were feasible to increase the fees for review to \$250.00 and then increase them again in 2006 to \$350.00. Ms. Motley suggested having an open enrollment period once a year and increasing the application fee to \$1,000.00. Mr. Kenney suggested that the sponsors have a good track record of at least five years, and be based in Virginia. He stated that this would ensure that these sponsors have experience and good credibility; thereby, reducing the potential of the fly-by-night sponsors. Mr. Kenney also suggested that the C.E.U. committee review all information. Ms. Hughes stated that North Carolina and Texas has a person in place that reviews all applications. Mr. Tharp suggested that the regulations regarding C.E.U. providers be rewritten to take the responsibility from board staff.

Mr. Kenney suggested the following:

- 1) Continue as written
- 2) Discourage applicants with higher fees
- 3) Eliminate A3 through B
- 4) Revise H

Ms. Hughes suggested that the Legislative/Regulatory committee make a recommendation to the full Board on June 7, 2005 to review the renewal applications and closely scrutinize the process.

The recommendation would include:

- 1) Submitting a NOIRA
- 2) Strengthening the provider list
- 3) Revising for accountability of providers
- 4) Eliminating board approval

Ms. Young stated she would provide a more detailed list of providers and clearly list who the responsible person is for each sponsor.

ADJOURNMENT

With all business concluded, the committee adjourned at 2:08 p.m.

Billie Watson-Hughes
Chair

Date

Elizabeth Young
Executive Director

Date