



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
BOARD OF FUNERAL DIRECTORS AND EMBALMERS**

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***Board Meeting: January 12, 2010
Meeting Location: 2nd Floor Conference Room
Andrew Johnson Tower, 710 James Robertson Parkway, Nashville***

AGENDA

09:00 A.M.

Call to Order – Dennis Hamilton, President

- > Roll Call
- > Welcome new board member
- > Adopt Agenda for Meeting
- > Review/Approve Minutes from December 8, 2009 Board Meeting

Adoption of Robert's Rules of Order – Board Members

- > The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with statutes and any special rules of order the Board may adopt.

Conflict of Interest Statements – Board Members

- > Each board member must sign a Conflict of Interest Statement annually

Legal Report – Adrian Chick, Assistant General Counsel

- > Complaint Review

Sunset Hearing Review – Dennis Hamilton and Robert Gribble

- > Performance Audit for Professional Regulatory Boards including the Board of Funeral Directors and Embalmers

Administrative Matters – Robert Gribble, Executive Director

- > Revenues and Expenditures for FY08-09
- > Licensee Report
- > Closed Establishment Report
- > Disciplinary Action Report
- > Open Complaint Report

Approval of License Applications – Board Members

- > Individual(s)
- > Establishment(s)

Adjourn Board Meeting

Board meetings will be conducted by permitting participation of the board members by electronic means of communication, if necessary. Any member participation by electronic means shall be audible to the public at the location specified above.

Important: Please turn off or silence all cellular phones and pagers upon entering the meeting.