



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
BOARD OF FUNERAL DIRECTORS AND EMBALMERS**
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*Board Meeting: January 14, 2014
Meeting Location: Conference Room 1-B
Davy Crockett Tower, 500 James Robertson Parkway, Nashville*

AGENDA

- 10:00 A.M. **Call to Order – Robert O. Starkey, III, President**
- > Roll Call
 - > Welcome new board member
 - > Adopt Agenda for Meeting
 - > Review/Approve Minutes from December 10, 2013 Board Meeting
 - > Review/Approve Minutes from January 3, 2014 Teleconference 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 – Benton McDonough, Assistant General Counsel

- > Complaint Review

Administrative Matters – Robert Gribble, Executive Director

- > Legislative Update
- > Licensee Report
- > Closed Establishment Report
- > Disciplinary Action Report
- > Open Complaint Report

Approval of License Applications – Board Members

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

Adjourn Board Meeting

In compliance with the Tennessee Open Meetings Act, compiled at Tenn. Code Ann. § 8-44-101 et. seq., the above referenced meeting is open to the public. This meeting may be conducted permitting participation by electronic or other means of communication pursuant to Tenn. Code Ann. § 8-44-108.

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