

North Dakota State Board of Funeral Service  
Minutes of Meeting May 16, 2025

The North Dakota State Board of Funeral Service met electronically on May 16, 2025, at 8:30 A.M.

Those presents were: Dale G. Niewoehner, Michael Williams, James Ladbury, and Austin T. Lafferty.  
The state health officer's office is vacant at this time.

Chairman Williams called the meeting to order at 8:30 A.M.

The minutes of the January 15, 2025, meeting was approved by a motion from Ladbury and seconded by Niewoehner.. The motion was carried.

The printed financial report as of May 15, 2025, was reviewed by the members of the Board and approved by a motion from Niewoehner and seconded by Ladbury and carried with a roll call vote with all members voting yes.

***Old Business:***

Secretary Niewoehner gave an update on the intern period of Allison Robertson, who has expired her intern registration after 5 total years. Upon her successful passage of the Conference Exam, she could apply for a license, however since April 24, 2025, she is no longer a registered intern.

***New Business:***

Niewoehner presented the names of funeral practitioners for ratification:

Kristin Castellano - 1404 - 30 January 2025

LeiLani Fetch - 1405 - 24 April 2025

Interns requiring ratification were:

Charlsie Burud - # 663 - 24 April 2025

Niewoehner presented funeral establishment applications from Aaker Funeral Home and Stanley-Iverson Funeral Home. Ladbury moved to approve all the applications and seconded by Niewoehner and carried with a roll call vote with all members voting yes.

The Board considered an application from the North Dakota Funeral Directors Association for the sponsorship of \$ 3000 for an embalming seminar at the 2026 convention which will be open to all licensed embalmers in the state of North Dakota. Moved by Niewoehner to approve the request and seconded by Ladbury and with a roll call vote the motion was approved.

The Board considered the renewal of the inspection contract for the next two years with the North Dakota State Health Department. The only change is the fee will change from \$ 120 to \$ 145 per inspection. Moved by Niewoehner to renew the contract and seconded by Ladbury and with a roll call vote the motion was approved.

The Board considered the renewal of the Certemy (licensing agency - data company) contract for the next year. The only change is the change in fee from \$ 5000 to \$ 5250. Moved by Niewoehner to approve the renewal and seconded by Ladbury and with a roll call vote the motion was approved.

Chairman Williams noted that Niewoehner has mailed letters to all licensed crematoriums requesting a list of operators and copies of training certificates.

Meeting was adjourned at 8:50 A.M.

Respectfully submitted,  
Dale G. Niewoehner, Secretary