

North Dakota State Board of Funeral Service
Minutes of Meeting January 24, 2024

The North Dakota State Board of Funeral Service met electronically on January 24, 2024 at 1:30 P.M.

Those present were: Dale G. Niewoehner, , Dr. Nizar Wehbi, Michael Williams, Jim Ladbury, Brittany Martinez, and Austin T. Lafferty.

Chairman Williams called the meeting to order at 1:34 P.M.

The minutes of the January 3, 2024 meeting were approved by a motion from Dr. Wehbi and seconded by Niewoehner and carried.

The printed financial report as of December 28, 2023 was reviewed by the members of the Board and approved by a motion from Wehbi and seconded by Ladbury and carried.

Old Business:

Niewoehner presented a short report of the 2024 license renewals. All funeral establishments, chapels, and crematoriums have renewed. There are 5 embalmers that have not renewed, there have been 9 drops, one death, and 3 demits for 2023 and the end of 2024.

The matter of the unlicensed person practicing funeral service in North Dakota was reviewed. Mr. Schriver was unaware that he needed a license to conduct a memorial service. He will seek assistance from a North Dakota license holder in the future.

Niewoehner left the meeting at 1:42 P.M.

New Business:

The matter of the salary of the Executive Secretary was discussed. After discussion, Ladbury moved to increase the salary to \$ 3000.00 per month as of 1 January 2024 with a review every two years. The motion was seconded by Dr. Wehbi and with a roll call vote with all voting yes. Chairman Williams will notify Niewoehner of the action taken by the Board.

Meeting was adjourned at 1:55 P.M.

Respectfully submitted,
Dale G. Niewoehner, Secretary

