



September 6, 2023

TO: Assembly Committee on Regulatory Licensure Reform

FROM: Sarah Barry, Division Administrator, Department of Safety and Professional Services

RE: CR 22-088 relating to Apprenticeship and Renewal

Chair Sortwell and Committee Members,

Thank you for the opportunity to appear before you today at the direction of the Funeral Directors Examining Board Chairperson. As with any other Board attached to the Department under s. 15.03, the Board is a legally independent entity that has legal jurisdiction over the exercise of its powers, duties and function prescribed by law including rule making, licensing and regulation of the Funeral Director profession.

At present, neither “apprentice” or “funeral establishment” are defined in administrative code FD 1. Those terms are however, defined in Chapter 445 of the statutes. CR 22-088 lists “apprentice” and “funeral establishment” under the definitions section of FD 1 and directs individuals to the specific statutory reference for each term.

Also, CR 22-088 creates a provision in FD 1 to appropriately advise funeral directors and apprentices of their statutory responsibilities when an apprentice changes employers during an apprenticeship. Additionally, the rule provides clarity for apprentices regarding semiannual reports.

Specifically, when an apprentice leaves the employment of a licensed funeral director and enters employment of another licensed funeral director during an apprenticeship, it advises the apprentice and supervising funeral director of the requirement to abide by the procedures outlined under statute 445.095(3r).

Per s. 445.095(3g), an apprentice is required to submit a semiannual report. This rule refers apprentices and funeral directors to this statutory requirement and, within the rule text, clarifies the reporting periods run January 1 to June 30 and July 1 to December 31. The rule instructs apprentices as to how to obtain the reporting form. Per the Wisconsin Legislative Council Rules Clearinghouse guidance, the rule also specifies a timeline for when reporting is due following the end of each semiannual period.