

MINUTES

Tuesday, April 15, 2003

The regular meeting of the Board of Embalmers and Funeral Directors was held at the Riffe Center located in Columbus. President Pernel Jones, Sr. called the meeting to order at 1:07 P.M. Other Board members present were: Virginia S. Cheney, John J. Hadley, Robert L. Shank, David B. Tobias, and Kurtis A. Tunnell. also present were: Kate Oklok, Assistant Attorney General, Frank J. Savage, Inspector, Charles H. Wisby, Inspector, and Ann Cunningham, Executive Director.



On a motion by Mr. Shank, seconded by Mr. Hadley, the minutes of the March 19-20, 2003, meeting were approved as amended. Ayes: 6. Nays: 0. Motion approved.



Inspectors' Reports

Inspector Savage reported that he drove 1,780 miles in the counties of Cuyahoga, Mahoning, Noble, Richland, Stark, and Summit. He inspected two crematory facilities, 33 funeral homes, and found three violations. He conducted 7 investigations and monitored no apprentices.

Inspector Wisby reported that he drove 2,240 miles in the counties of Allen, Franklin, Hancock, Hardin, and Montgomery. He inspected four crematory facilities, 39 funeral homes, and found no violations, conducted no investigations, and monitored one apprentice.



On a motion by Mr. Hadley, seconded by Mr. Tobias, the Board went into executive session pursuant to Section 121.22(G)(1) of the Revised Code, to consider complaints and possible disciplinary action against licensees, and Section 121.22(G)(3) of the Revised Code to conference with the Board's counsel to consider pending litigation. Roll call vote: Cheney, Aye; Hadley, Aye; Shank, Aye; Tobias, Aye; Tunnell, Aye.

President Pernel Jones declared the Board out of executive session.



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On a motion by Mr. Hadley, seconded by Mrs. Cheney, the Board voted to close eight (8) investigatory files. Roll call vote: Cheney, Aye; Hadley, Aye; Jones, Aye; Shank, Aye; Tobias, Aye, Tunnell, Aye.



Unfinished Business

Board members reviewed the Board's appropriation approved in House Bill 95, language changes including fee increases and the continuing education exemption for individuals licensed fifty years, comparison charts of requested fee increases and approved fee increases, and a memo to correct the proposed language for the continuing education exemption. In addition, Board members received a list of Senators on the Senate Finance and Financial Institution Committee. The Board President and Executive Director will testify before the committee on April 23, 2003 as part of the budget process.



The Board determined that Mrs. Cheney, Mr. DeJohn, Mr. Hadley, Mr. Jones, and Mr. Shank would monitor the Board's booth at the Ohio Funeral Directors Association annual convention. Assistant Attorney General, Kate Oklok will observe the exhibits during the convention. Ms. Lena Wright, Ms. Cunningham, and Inspectors Savage and Wisby will also assist with the Board's booth.



The Apprenticeship Committee reported that they met with Ms. Oklok and Mrs. Cunningham before the Board meeting to discuss proposed changes.



New Business

There were no applications for funeral home license.



On a motion by Mr. Hadley, seconded by Mr. Shank, the Board approved the following applications for funeral home license, and issued each a license. Ayes. Nays: 0.

<u>Firm Title</u>	<u>Address</u>	<u>County</u>	<u>Inspection</u>
Morrison Funeral Chapel	Glouster	Morgan	Inspection



There were no applications for crematory facility license.

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The following funeral homes submitted an amendment to change the manager during the month of March 2003.

<u>I.D.#</u>	<u>Firm Title</u>	<u>Manager</u>	<u>County</u>
43-00-0781	Parker & Son Funeral Homes	John M. Rogers	Medina
43-00-2099	Fisher Funeral Home	Adam L. McDaniel	Meigs
43-00-2137	Lindsey Kocher Funeral Svc	Jeffrey A. Kocher	Huron



The following funeral homes submitted amendments to change the funeral director actually in charge of and ultimately responsible for the funeral home for the month of March 2003.

<u>I.D.#</u>	<u>Firm Title</u>	<u>AIC/UR</u>	<u>County</u>
43-00-0781	Parker & Son Funeral Homes	William H. Parker	Medina
43-00-0780	Parker & Son Funeral Homes	William H. Parker	Medina



On a motion by Mr. Hadley, seconded by Mr. Shank, the following individuals met the licensure requirements and were issued embalmer and/or funeral director license numbers.

Ayes: 6. Nays: 0. Motion approved.

<u>Applicant</u>	<u>Embalmer Director License #</u>	<u>Funeral License #</u>
Paula Bassler		8924
Karen Cannon	9033	8925
Todd Cosart	9034 A	8926
Corey Fischer	9035 A	8927
Evan Hall	9036 A	8928
Gregory Hall	9037 A	8929
Jeffrey Heitger, Jr.	9038 A	8930
Andrew Higgins		8931
Matthew Hollandsworth	9039 A	8932

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Holly Lockhart	9040 A	
Brian Marry		8933 R
Paula Meyer		8934
Michele Pesho		8935
Lisa Recker		8936
Michael Simon	9041 A	8937
Karen Smith	9042 A	8938
Ryan Smith	9043 A	
Rebecca Spears		8939
Carl Swann, Jr.		8940
Angie Wehner	9044 A	8941
Christopher Williams	9045 R	
Justin Zabor		8942



The following individuals qualified and were issued registration numbers during the month of March 20003.

<u>Applicant</u>	<u>Embalmer Registration #</u>	<u>Funeral Director Registration #</u>	<u>Date</u>
Rotenbor, Brian		C-8861	03/11/03



The following individuals certified apprenticeships during the month of March 2003.

<u>Applicant</u>	<u>Apprenticeship</u>	<u>Funeral Home</u>
Dena James	Embl/FD	Cawley & Peoples FH 408 Front St Marietta Ohio 45750
Brian Rotenbor	FD	Stroud-Lawrence FH 75 South Franklin Chagrin Falls Ohio 44022



The Board was informed that the Board office received and processed the following reports during the month of March 2003:

Embalming case reports	138
Embalming master reports	23
Embalmer interviews	3
Funeral Director progress reports	252

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Funeral Director master reports 42

Funeral Director interviews 4



The Board reviewed various news articles related to the funeral profession.



Board members reviewed an article from the Independent magazine titled "Identification, An Essential Part of What We Do." The article underscored the importance of proper identification of the deceased for legal purposes and to facilitate the grieving process.



The Board determined that Mr. Hadley and Mr. Jones would serve as monitor for the examinations conducted on April 29-30, 2003

Board members received a copy of an advisory concerning the Health Insurance Portability and Accountability Act.



Board members discussed a letter from Dr. Herb Asher, Chair of the Ohio Ethics Commission reaffirming the State of Ohio Ethics law and policy. In addition, the Board discussed a memorandum from Governor Bob Taft including a model ethics policy and model vendor letter. On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board voted to adopt the model ethics policy and letter. Ayes: 6. Nays: 0. Motion approved. Secretary instructed to prepare the necessary policy and letters.



The Ohio Crematory Operator Association invited the Board's Inspectors and Executive Director to attend and participate in their annual meeting on May 8, 2003 at the Marriott North In Columbus. The Board approved the invitation.



Correspondence

1. A letter from Anne M. Haas requesting permission to work part time during her apprenticeship. On a motion by Mr. Hadley, seconded by Mr. Shank, the Board approved Ms. Haas' request to work part time for no more than twenty hours per week. Ayes: 6. Nays: 0. Motion approved.

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2. A note from Duane Shaul, president of District #14 OFDA, thank Inspector Wisby

and Ms. Cunningham for presenting information to the district.

3. A letter Harry & Anita Shaw expressing appreciation for Board's presentation at the

District #14 OFDA meeting.

4. A letter from James W. Brossia of Gerner-Wolf-Brossia-Marsh Funeral Home requesting a change of name. The Board approved the change from "Robinson-Henn-Brossia that the Board's records will be amended, and that all advertisements must reflect the new title.



Fiscal

The Board reviewed the March Monthly Transaction Register, the voucher and revenue journals for March, the percentage chart as of March, and a comparison of revenue and disbursements.

On a motion by Mr. Tunnell, seconded by Mr. Hadley, the Board approved the contract for

the International Conference of Funeral Service Examining Boards, Inc.



Board members reviewed a draft copy of the Management Letter from Auditor of State, Berry Montgomery.



Ms. Cunningham informed the Board that the annual premium for the fidelity bond is \$9.42, and the service fee from Department of Administrative Services Risk Management is \$100.00



On a motion by Mrs. Cheney seconded by Mr. Hadley, the Board recessed at 3:00 P.M.

Ayes: 6 . Nays: 0. Motion approved.



Wednesday, April 16, 2003

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The Board reconvened at 8:00 A.M. in the Board office. Present were: Virginia S. Cheney, John J. Hadley, Pernel Jones, Sr., Robert L. Shank, David B. Tobias, Kurtis A. Tunnell, Inspector Frank J. Savage, Inspector Charles H. Wisby, Executive Director; and Executive Director, Ann Cunningham.



Continuing Education

On a motion by Mr. Shank, seconded by Mr. Hadley, the Board approved, and where indicated, denied, the following continuing education programs. Ayes: 6. Nays: 0.

Prior Approval:

**PRIOR APPROVAL GROUP:** indicate Y - yes or N, - no in the right column.

DATE	SPONSOR	TITLE	REQ	
030218	CROSS	Grief Counseling Skills ..... Altoona PA Jeannie Evenson 615-331-4422 This program was previously approved. No changes	06	
030219	CROSS	Grief Counseling Skills ..... Pittsburgh PA Jeannie Evenson 615-331-4422 Program was approved previously. No changes.	06	
030220	CROSS	Grief Counseling Skills ..... Erie PA Jeannie Evenson 615-331-4422 Program was previously approved. No changes	06	
030221	CROSS	Grief Counseling Skills ... Buffalo NY Jeannie Evenson 615-331-4422 Program was previously approved. No changes	06	
030312	BATES	Product Knowledge - Meaningful Memories - Honoring Family Choices - Option's Plant Tour -Option's Presentation - Forethought Presentation Batesville IN Donald J Baechle Jr 800-622-8373 Blanket Approval thru 06-30-04	10	
030312	TURNER	Burial Vault 101 Toledo OH Lance Ray	02	
030312	GMCFDA	What in the World am I Doing? Kettering OH Brian E Wolfe 937-879-3801 Blanket Approval for Central -J Getts- thru 06-30-04 condensed to 1 hour	01	
030317	BATES	Meaningful Memories Batesville IN Donald J Baechle, Jr 800-622-8373 Blanket Approval thru 06-30-04	02	
030320	COLUMBI A	Women in the Funeral Profession Lisbon OH Gregg Weber 330-424-7011 Program was rescheduled due to snow. Approved for 3-6-03	03	
030325	ASTRAL	Indstry Trends: Standardization vs Personalization Oberlin OH Lenny Ball 765-874-2525	02	

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		Blanket Approval thru 06-30-04		
030325	BAXTER	Vault College II Cincinnati OH Holly Bridgers 513-641-1010 Blanket Approval thru 06-30-04	02	
030326	NFDA	CPC FASSTRAC I Vancouver British Columbia Sandra Jeske 800-228-6332	16	
030328	BATES	Meaningful Memories - Option's Presentation - Option's Plant Tour - Honoring Family Choices Batesville IN Donald J Baechle, Jr 800-622-8373	06	
030402	BATES	Meaningful Memories Batesville OH Donald J Baechle, Jr 800-622-8383 Blanket Approval thru 06-30-04	02	
030409	NFDA	CPC FASSTRAC I Baltimore MD Sandra Jeske 800-228-6332	16	
030415	BATES	Commemoration of a Lifetime - (condensed) Norwood OH Deb St Pierre 800-338-6630 ext 32526 Blanket Approval thru 06-30-04	01	
030417	CENTRAL	Grief & Loss - Better Care in the 21st Century Miamisburg OH Joel L Getts 937-572-8636 Blanket Approval thru 06-30-04	03	
030422	CENTRAL	Developing Healthy Attitudes in the Arrangements Conference Room Miamisburg OH Joel L Getts 937-572-8636 Blanket Approval thru 06-30-04	02	
030426	FSIB	April Super Thursday CE Seminar III - Nutritionally - Spiritually - Physically - Mentally - Update on What's going on in the State-2 hrs each Lima OH Jon Neeper 419-229-2300	10	
030430	ATKINSON	Hospice Foundation of America Teleconference Teleconference John Feucht 330-833-4193	03	
030501	COLUMBIA	Grave Relocations at Highland Hills Cemetery Lisbon OH George Coffman 740-537-1234	02	
030501	NFDA	CPC FASSTRAC I Toronto ON Sandra Jeske 800-228-6332	16	
030503	LIFEBANC	The Many Faces of Grief Hudson OH Mark D Lattimer 216-721-5610	05	
030505	NFDA	CPC FASSTRAC I St John New Brunswick Sandra Jeske 800-228-6332	16	
030507	TRI-CO	Legacy Media and the Forget-Me-Not Foundation Tiffin OH Richard J Traunero 419-447-3113	02	
030508	BELMONT	Gulf War (Casualty's of War) St Clairesville OH Jerald J Fiutem 740-633-1931	03	
030508	OCOA	Health & Safety in Crematory Operations/Cremation Fundamentals/State Board Columbus OH Robert Smith 216-398-8400	03	

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030510	NFDA	CPC FASTERAC II Des Moines IA Sandra Jeske 800-228-6332	08	
030514	YORK	Focus on Your Future York PA Jamie Maack 800-343-5121 Blanket Approval thur 06-30-04	09	
030515	OFDA #17	Funeral Directors, Hospitals and Infectious Control Norwalk OH Bob Cool 440-244-5289	03	
030516	GMCFDA	Clergy Relations and the Funeral Directors Kettering OH Brian E Wolfe 937-879-0800	01	
030517	EHC&TNF	Bereavement for Pregnancy and Newborn Loss Youngstown OH Elena M Rossi, MD	03	
030519	FDANWO	Perinatal Grief - Coroner's Update - 2003 Toledo OH Carter Neff 419-243-6281	02	
030519	JFDA	The Jews of Montreal Montreal Quebec Florence Pressman 781-477-9300	01	
030520	JFDA	Grief, Dying and Death Montreal Quebec Florence Pressman 781-477-9300	03	
030521	JFDA	The Challenge of Community Montreal Quebec Florence Pressman 781-477-9300	02	
030522	OHVLYIF D	OSHA Compliance Marietta OH Ruth J Hadley 740-865-3449	03	
030529	BATES	First Impressions and Moments of Truth in the Funeral Home St John's VI Susan Meyer 812-934-8376	08	
030600	NFDA	CPC FASTERAC I Indianapolis IN Sandra Jeske 800-228-6332	16	
030605	ROUTSON G	Children & Loss - How we can help, so they can heal! Kettering OH Anne S Kuntz 937-293-4137	02	
030609	FDAKY	First Session FDAK 121st Annual State Convention Louisville KY Sidney Fogle 502-223-0622	03	
030609	NFDA	CPC FASTERAC I Pittsfield NH Sandra Jeske 800-228-6332	16	
030610	FDAKY	Second Session FDAK 121st Annual State Convention Louisville KY Sidney Fogle 502-223-0622	03	
030611	FDAKY	Third Session FDAK 121st Annual State Convention Louisville KY Sidney Fogle 502-223-0622	03	
030612	NFDA	Professional Women's Conference - "Exceptional Events. A New Frontier for Serving Families" Milwaukee WI Sandra Jeske 262-789-1880	10	
030617	BAXTER	Burial Vaults "Out of the Box" Cincinnati OH Holly Bridgers 513-641-1010	02	
030715	NFDA	Professional Women's Conference "Exceptional Events. A New Frontier for Serving Families"	10	

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		Indianapolis IN Sandra Jeske 262-789-1880		
030806	NFDA	CPC FASTER I Brookfield WI Sandra Jeske 800-228-6332	16	
031018	NFDA	CPC FASTER II Las Vegas NV Sandra Jeske 800-228-6332	08	
031100	NFDA	Professional Women's Conference "Exceptional Events. A New Frontier for Serving Families" TBA Sandra Jeske 262-789-1880 Date & Place are to be determined. This is not a BLANKET	10	
031112	NFDA	CPC FASTER I Atlanta GA Sandra Jeske 800-228-6332	16	

On a motion by Mr. Tunnell, seconded by Mrs. Cheney, the Board approved, and where indicated denied, the following continuing education programs. Ayes: 6. Nays: 0.

Blanket Approval

SPONSOR	TITLE	REQ	
BAXTER	Cremation College Holly Bridgers 513-641-0479	02	
CNTRLHMS	Talking to Children & Teens About Death & Dying Joel L Getts 937-572-8636	02	
NFDAHMS	Preplanning Principles - Prepayment/Funding Options - Contract Standards - Communications Skills - Marketing Principles - Targeting Primary Markets - Creating Meaningful Funeral Ceremonies Each program 1 hour Sandra Jeske 800-228-6332	01	
NFDAHMS	Funeral Rules & Regulations - Ethics - Customer Service Each 2 hours Sandra Jeske 800-228-6332	02	
OHVLYIFD	Board Review Ruth J Hadley 740-865-3449	02	

On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board approved, and where indicated denied, the following continuing education programs. Ayes: 6. Nays: 0.

Individual Approval

DATE	LICENSEE NAME	TITLE	REQ	
020701	42-00-7980	March 19, 2003 FTC - Protecting Yourself & Your Family - Communicable Disease Englewood FL William W Cleckner	07	
020701	42-00-7980	March 20, 2003 Preparation Room Requirements - Hazardous Chemical Communication - Hazardous Chemical Handling & Storage - Respiratory Protection Englewood FL William W Cleckner	08	
020701	42-00-6647	February 22, 2003 5th Annual Health Care Symposium Toledo OH Richard R Dardenne	06	<b>Denied</b>

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020701	41-00-8902	April 30, 2003 FISH Norwalk OH Jennifer A Evans	03	
020701	42-00-8410	March 18, 2003 Respiratory Protection Lake Worth FL Chad R Hogenkamp	02	
020701	42-00-8410	March 18, 2003 General Safety Lake Worth FL Chad R Hogenkamp	03	
020701	42-00-8651	April 25, 2003 End of Life Care: Integrating Medical, Spiritual & Cultural Influences Dayton OH Christopher F Pryor	06	
020701	42-00-6710	March 26, 2003 HIV/AIDS & Bloodborne Pathogens Course Puntagorda FL Gary E Rook	04	
020701	42-00-6710	March 13, 2003 FTC Training - Bloodborne Pathogens & Universal Precautions - Communicable Disease (HIV/AIDS) Charlott FL Gary E Rook	07	
020701	42-00-6710	March 13, 2003 FTC Training - Bloodborne Pathogens & Universal Precautions - Communicable Disease (HIV/AIDS) Charlott FL Gary E Rook	07	
020701	42-00-6710	March 14, 2003 Preparation Room Requirements - Hazardous Communications - Hazardous Chemicals Handling & Storage - Respiratory Protection Charlotte FL Gary E Ropok	08	
020701	42-00-7379	March 19, 2003 Crash Review Course Indianapolis IN Don L Spencer	06	
020701	41-00-8231	March 31, 2003 Helping Grieving Children & Teens Cleveland OH Kathleen E Yeloushan	06	<b>Denied</b>

On a motion by Mr. Tobias, seconded by Mr. Hadley, the Board approved the following exemptions and waivers. Ayes: 6. Nay: 0. Motion approved.

Application for waiver/exemption:

Waiver	Exemption	Licensee Name	Granted/Denied
	X	Blaschalk, Joseph Lawrence	



The Board reviewed the grades of Bruce A. Sampson, an applicant for reinstatement, and determined that Mr. Sampson successfully passed the embalmer Ohio laws and the funeral director Ohio laws examinations, required by Section 4717.08 of the Revised

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Code. Motion by Mr. Tunnell, seconded by Mr. Hadley, to accept the grades of Mr. Sampson. Ayes: 6. Nays: 0. Motion approved.



Mr. Tunnell invited the Board to meet at the law offices of Bricker and Eckler for the May 20-21, 2003 Board Meeting.



On a motion by Mrs. Cheney, seconded by Mr. Tobias, the Board meeting adjourned at 8:30 A.M. Ayes: 5. Nays: 0.