

## MINUTES

Tuesday - December 17, 2002

Prior to the monthly meeting, the Board and staff enjoyed a holiday luncheon, provided by the Board members. 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 1:21 P.M. Other Board members present were: Virginia Cheney, Ross C. DeJohn, 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.

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On a motion by Mr. Hadley, seconded by Mr. Tobias, the minutes of the November 19-20, 2002 meeting were approved as amended. Ayes: 7. Nays: 0. Motion approved.

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### Announcements

The Board members were given general information on the biennial renewal including pertinent laws, fees, and penalties.

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The Executive Director informed the Board that the Federation of Associations of Regulatory Boards Annual Forum will be held in Austin, Texas in February but as previously decided no Board representatives would attend.

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Mr. DeJohn and Inspector Savage reported on their participation in the Pittsburgh Institute of Mortuary Science Law Seminar in Pittsburgh, Pennsylvania on December 11. Mr. DeJohn will be paid per diem and travel expenses.

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Mr. Jones reported that the Cleveland Funeral Homes Association conducted a funeral service for the cremated remains abandoned at a closed Cleveland funeral home and crematory. Eight funeral homes were represented.

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### Unfinished Business

The Board reviewed a written report and chart on the progress of the new licensing system, SRSe (CAVU.)

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The Board approved an amended policy for review of an applicant's examination papers.

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The Board received a copy of Ohio's Occupational Licensing and Regulatory Boards - Annual Report for Fiscal Year 2002.

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Copies of House Bill 322, Funeral Processions-Pennant Colors was distributed to the Board. The Ohio House and Senate approved the amended bill and the Governor is expected to sign it in January.

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New Business

On a motion by Mr. Shank, seconded by Mr. Tunnell, the Board approved the following applications for funeral home license. Ayes: 7 Nays: 0.

<u>Firm Title</u>	<u>Address</u>	<u>County</u>	<u>Inspection</u>
Allmon-Dugger-Cotton FH	Carrollton	Carroll	Inspection
Moreland FH	Westerville	Franklin	Inspection 5/15/02
J Flynn Mylott, Inc	Lyndhurst	Cuyahoga	Inspection 11/25/02
J Flynn Mylott Inc	South Euclid	Cuyahoga	Inspection 11/25/02
Powers Funeral Home Inc	Jamestown	Greene	Inspection 01/10/02
Uhrich-Hostettler FH Inc	Uhrichsville	Tuscarawas	Inspection

There were no applications for funeral home license pending receipt of the occupancy permit and final inspection by the Board

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On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board approved the following application for crematory facility license pending receipt of the occupancy permit and final inspection by the Board. Ayes: 7 Nays 0.

<u>Firm Title</u>	<u>Address</u>	<u>County</u>
Northshore Cremation Services Inc	Madison	Lake

The following funeral homes submitted an amendment to change the manager during the month of November 2002.

<u>ID.#</u>	<u>Firm Title</u>	<u>Manager</u>	<u>County</u>
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43-00-2357	Ciriello Funeral Home Akron	Christopher J. Silva	Summit
43-00-2131	Hahn-Hostetler Funeral Home Barberton	Donald W. Thacker	Summit
43-00-2509	Nurre-Mihovk-Rosenacker FH Cincinnati	Dorothy M. Nurre	Hamilton

The following funeral homes submitted an amendment to change the funeral director actually in charge of and ultimately responsible for the funeral home for the month of November.

<u>ID.#</u>	<u>Firm Title</u>	<u>AIC/UR</u>	<u>County</u>
43-00-2357	Ciriello Funeral Home Akron	Christopher J. Silva	Summit
43-00-2131	Hahn-Hostetler Funeral Home Akron	Christopher J. Silva	Summit

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On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board issued licenses to the following individuals. Ayes: 7. Nay: 0.

<u>Name</u>	<u>Embalmer License #</u>	<u>Funeral Director License #</u>
Tanya Anderson		8897
Aaron Borkoski	9013 A	8898
Janet Buchman	9014 A	8899
Christopher Dunmore		8900 R
Adam Dwyer	9015 A	8901
Jennifer Evans		8902
Andrew Gearhart	9016 A	8903
Carie Hall	9017 A	8904
Wayne Hennessee, Sr.	9018 A	8905
Kevin Jennings	9019 A	8906
Cynthia King		8907
Holly Lockhart		8908
Daria Narducci	9020 R	8909 R
William Nicholas	9021 A	8910
David Parke		8911
Patrick Pellin	9022 A	8912
Mellisa Pratt	9023 A	8913

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Joseph Rossi, III	9024 A	8914
Arin Rudd	9025 R	8915 R
Barbara Sacksteder		8916
Rebecca Spears	9026 A	
Carl Swann, Jr.	9027 A	
Travis Weigel	9028 A	
Christopher Williams		8917 R
Jason Williams		8918
John Witbeck, II		8919
Jolene Winter	9029 R	8920 R

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The following individuals qualified and were issued registration numbers during the month of November 2002:

Name	<u>Embalmer</u> Registration #	<u>Funeral Director</u> Registration #	Date
Triplett, Thor		C 8836	11/12/02
Pfeifer, Mark	D-7006	C 8837	11/18/02
Manofsky, Rebekah		C 8838	11/22/02

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The following individuals certified apprenticeships during the month of November 2002.

Apprentice	Type	Funeral home
Anne Haas	Emb/FD	Burcham Funeral Home 119 East Main St Fairborn OH 45324
Rebekah Manofsky	FD	Criss-Schoedinger FH 179 Granville St Newark OH 43055
Stacie Whetstone	FD	Morton & Whetstone FH 139 South Dixie Dr Vandalia, Ohio 45377

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The Board was informed that the Board office received and processed the following reports during the month of November 2002:

Embalming case reports	33
Embalming master reports	5
Embalmer interviews	11
Funeral Director progress reports	102

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Funeral Director master reports 16

Funeral Director interviews 17

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

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The Board received a copy of legislation introduced in Congress "to improve funeral home, cemetery, and crematory inspection systems, to establish consumer protections relating to funeral service contract, and for other purposes."

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The Board reviewed a continuing education program entitled "Tissue Banking Wet Workshop" given on November 19-20, 2002. There were discrepancies in the number of hours requested. On a motion by Mr. Hadley, seconded by Mr. Shank, the Board voted to correct the number of credit hours to the actual hours, and to reiterate that instructors do not receive credit. Ayes: 7. Nays: 0.

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### Correspondence

1. A letter from Robert C. Barnes informing the Board of the closing of the Barnes Funeral Home located in West Alexandria. Secretary instructed to request a clearly enumerated list of all preneed accounts.
2. A letter from James Alan Yuhasz informing the Board that he is no longer manager or funeral director actually in charge of and ultimately responsible for the Staton-Gillen-Larkins Funeral Home in Warren. Secretary to send an amendment.
3. A letter from David E. Anthony advising the Board of his purchase of the McGowan-Reid and Santos Funeral Home in Cuyahoga Falls. Secretary to send the required forms, and request the return of the display licenses and a clearly enumerated list of all preneed accounts.
4. A letter from J. P. Ducro informing the Board that the Ducro Funeral Home in North Kingsville is closing. Secretary to request the return of the display license and a clearing enumerated list of preneed accounts. Mr. Ducro requested an application for funeral home license for a new funeral home. Also, Mr. Ducro

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requested a firm title change from "Zaback-Czup Funeral Home" to "Zaback-Ducro Funeral Home." The Board approved the change of firm title.

5. An email from Glynis A HERNs requesting clarification of the status of her apprenticeship when she is called to active duty for military service. Secretary to forward an explanation and forms to secure her apprenticeship credit time.
6. A letter from Thomas A. Blackburn, Counsel to the Pennsylvania State Board of Funeral Directors encouraging the Board to seek legislative action that would authorize Ohio to pursue a limited license or cross-border accommodation. Secretary instructed to reply with interest and to research the possibility of such an agreement with bordering states.
7. A letter from Carmen R. Collins concerning reinstatement of her embalmer and funeral director licenses. A review of her file by Board staff revealed an error. On a motion by Mr. Shank, seconded by Mr. Hadley, the Board voted to allow Ms. Collins to reinstate her licenses. Ayes: 7. Nays: 0.

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### Inspectors' Reports

Inspector Savage reported that he drove 1,350 miles in the counties of Ashland, Cuyahoga, Lorain, Mahoning, Muskingum, Richland, Stark, and Summit. He inspected no crematory facilities, 32 funeral homes, and found no violations. He conducted 8 investigations and monitored no apprentices. Inspector Savage and Mr. DeJohn participated in the Law Seminar at the Pittsburgh Institute of Mortuary Science on December 11, 2002.

Inspector Wisby reported that he drove 2,403 miles in the counties of Adams, Athens, Clark, Clermont, Franklin, Greene, Hamilton, Hocking, Lucas, Montgomery, Scioto, Shelby, Van Wert, and Vinton. He inspected 3 crematory facilities, 58 funeral homes, and found five violations. He conducted 3 investigations and monitored one apprentice

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### Executive Session

On a motion by Mr. DeJohn, seconded by Mr. Hadley, 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

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Revised Code to conference with the Board's counsel to consider pending litigation. Roll call vote: Cheney, Aye; DeJohn, Aye; Hadley, Aye; Jones, Aye; Shank, Aye; Tobias, Aye; Tunnell, Aye.

On a motion by Mr. DeJohn, seconded by Mr. Cheney, the Board came out of executive session. Roll call vote: Cheney, Aye; DeJohn, Aye; Hadley, Aye; Jones, Aye; Shank, Aye; Tobias, Aye; Tunnell, Aye.

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On a motion by Mr. DeJohn, seconded by Mr. Tunnell, the Board voted to close four (4) investigatory files. Roll call vote: Cheney, Aye; DeJohn, Aye; Hadley, Aye; Jones, Aye; Shank, Aye; Tobias, Aye; Tunnell, Aye.

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Fiscal

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

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The Board members reviewed an amended expense report for reconfiguring the office. The total expense increased to \$4,280.65 with the November billing from DAS/Telecommunications for \$421.93.

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The Board reviewed the annual report for Fiscal Year 2002.

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The Board received a copy of a memo from Kevin M. Milstead, Administrator for State Accounting, concerning clarification of travel policies.

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The completed Budget Request for Fiscal 2004-2005 was given technical approval by the Office of Budget and Management. OBM will notify the Board of its recommendation for the Governor's Executive budget shortly before the Governor presents the budget to the Legislature.

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The Board recessed at 3:50 P.M.

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Wednesday - December 18, 2002

The Board reconvened at 8:03 A.M. at in the Board office. Present were: Virginia Cheney, Ross C. DeJohn, 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; Executive Director, Ann Cunningham; and guest, Barbara Hadley.

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The Board members were informed that 248 of the 299 licensees that failed to comply with the continuing education compliance period ending June 30, 2002, have completed the required hours or been approved for an exemption or a waiver. The remaining licensees will not be permitted to renew for 2003-2004 until they comply with the continuing education and renewal requirements.

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Continuing Education

On a motion by Mr. Tunnell, seconded by Mr. Hadley, the Board approved, and where indicated denied, the following continuing education programs. Ayes: 7. Nays: 0.

PRIOR APPROVAL GROUP:

DATE	SPONSOR	TITLE	HRS
021114	EMILCOTT	Annual OSHA Training Archbold OH Barb Garrison 614-890-0800 Blanket Approval thru 6-30-04	03
021119	AURORA	Marketing Today & Tomorrow - digital Columbus OH Dave Lane Blanket approved thru June 30, 2004	02
021120	AURORA	Marketing Today & Tomorrow Clarksburg WV Dave Lane 513-979-5263 Blanket Approval until June 30, 2004	02
021120	AURORA	Aurora Plant Tour - Video Clarksburg WV Dave Lane 513-979-5263 Blanket Approval until June 30, 2004	01
021120	AURORA	Clarksburg Plant Tour Clarksburg WV Dave Lane 513-979-5263 Blanket Approval until June 30, 2004	01
021120	BAXTER	Vault College II Cincinnati OH Holly Bridgers 513-641-1010 Blanket Approval thru June 30, 2004	02
021121	DODGE	ANNUAL OSHA TRAINING Rootstown OH Barb Garrison 890-0800 Blanket approval until 6-30-04	03

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021125	CuyFDA	Clergy Interaction in the Time of Tragedy Cleveland OH Tina Girod 216-481-3118	03
021205	Tri-Co	Hospice of Fayette Co Annual Luncheon Washington CH Oh Roger M Littleton 800-507-3382	02
021211	BELMONT	Steps for Evaluating Sharps Martins Ferry OH Jerald Fiutem 740-633-1931 Blanket Approval until June 30, 2004	02
021212	CENTRAL	Talking to Children & Teens About Death & Dying Cincinnati OH Joel L Getts 937-572-8636 Blanket Approval until June 30, 2004	02
021212	CENTRAL-1	What in the World Am I Doing? Cincinnati OH Joel L Getts 937-572-8636 Blanket Approval until June 30, 2004	03
021218	JFDA	Dynamically Serving Your Customers Hollywood FL Florence Pressman 781-477-9300	03
030102	COLUMBIA	Common Funeral Service Dilemmas Lisbon OH Gregg A Weber 330-424-7011	02
030107	BARTLEY	State of Ohio Trauma Triage Rules Minerva OH David Viola 330-868-4114	02
030107	CENTRAL	Developing Healthy Attitudes in the Arrangements Conference Room Miamisburg OH John L Getts 937-572-8636 Blanket Approval thru 6-30-04	03
030108	GMCFDA	Veterans Affairs and Military Benefits Fairborn OH Brian E Wolfe 937-879-0800	01
030114	GRCINFSA	Issues Involving Pronouncing Death, Retaining Tissues/Organs/Legal Issues Cincinnati Oh Sean Gillen 513-853-3721	02
030115	YORK	The Future of Funeral, Cemetery & Memorial Products York PA Jamie Maack 800-343-5121 Blanket Approval thru June 30, 2004	09 - Corrected
030120	AFC	Understanding Financial Statements Meaningful Cremation Memorialization Merchandising, Training & Development Snowmass Village CO Melissa A Drake 800-832-6232	03
030120	FDANWO	Memorialization Program Tissue Donation Toledo OH Carter Neff 419-243-6281	02
030120	FDANWO	Tissue Donation Toledo OH Carter Neff 419-243-6281	01
030121	BARTLEY	OSHA Minerva OH Dave Viola 330-868-4114	04
030121	GLCFDA	Cleveland Veterans Administration Lorain OH Launey J Dovin 440-245-5118	03

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030123	CENTRAL	Developing Healthy Attitudes in the Arrangements conference Room Cincinnati OH Joel Getts 937-572-8636 Blanket Approval thru 6-30-04	03
030125	UFD&EGCI	Monthly meeting of United Funeral Directors & Embalmers of Greater Cincinnati Cincinnati OH Arlene J Lawrence 513-241-6788	02
030127	FORENSIC	Medicolegal Death Investigator Training Course St Louis MO Julie Howe 314-268-5970 5-day training course	31
030204	BARTLEY	CPR Training Minerva OH Dave Viola 330-868-4114	04
030204	CENTRAL	Stress Reduction for Funeral Directors Miamisburg OH Joel L Getts 937-572-8636 Blanket Approval thru 6-30-04	03
030204	FDAKY	2003 Mid-Winter Conference Lexington KY Sidney Fogle 502-223-0622 4 hours each day	08
030212	SCHOEDIN	Emergency Skills for Saving Lives of Customers Visiting the Funeral Home Columbus OH Norman L Hall 614-224-6105	03
030219	SCHOEDIN	Emergency Skills for Saving Lives of Customers visiting the Funeral Home Columbus OH Norman L Hall 614-224-6105	03
030227	DORIC	Burial Vaults - Pure & Simple New Boston OH Jerry Russell 740-456-5898	04
030324	DODGE	Serving the bereaved, funeral home management & technical subjects Clearwater Beach FL Debbie Dodge 800-443-6343 Seminar	22
030407	FORENSIC	Medicolegal Death Investigator Training Course St Louis MO Julie Howe 314-268-5970 5-day training course 31 hours	31
031006	FORENSIC	Medicolegal Death Investigator Training Course St Louis' MO Julie Howe 314-268-5970	31

On a motion by Mr. Shank, seconded by Mrs. Cheney, the Board approved, and where indicated denied, the following continuing education programs. Ayes: 7. Nays: 0.

INDIVIDUAL APPROVAL GROUP:

DATE	LICENSEE	TITLE	HRS
020701	Thomas Fleming 42-00-7353	February 24, 2003 Funeral Home Co-ops - Beginning & Success British Virgin Islands Thomas Fleming	02
020701	Thomas Fleming 42-00-7353	February 25, 2003 Cremations-Merchandising & Maintaining, 2002 British VI Thomas Fleming	02

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020701	Dean Mueller 42-00-8729	December 13, 2002 Winter 2002 Seminar Detroit MI Sharon Gee 248-682-0200	06
020701	Brian Singleton 42-00-7985	December 3, 2001 Continuing Legal Education - Estate Planning Cleveland OH Brian Singleton	08
020701	Carmen R. Collins 42-00-8534	November 8, 2002 Preparation of the Body, Disinterments Restorative Art, Other Prep to Body, Panel Discussion & Open Forum Discussion Chicago IL Norman Williams 773-624-2703	01

On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board approved, and where indicated denied, the following continuing education programs. Ayes: 7. Nays: 0.

BLANKET APPROVAL GROUP:

SPONSOR	TITLE	HRS
CNTRLHMS	Enhancing Your Business Management Skills Joel L Getts 937-572-8636	02
DMORT	Mortuary Response Team Training Diana O'Neal 614-486-5339	06
OFDA	OFDA Educational Program (District and/or Regional) Diana O'Neal 674-486-5339	02
THANOHMS	Embalming Mary E Rizzo 800-742-8257	09
YORK	The future of Funeral, Cemetery & Memorial Product Merchandising Jamie Maack 1-800-343-5121	09

On a motion by Mr. Hadley, seconded by Mr. Tunnell, the Board approved the following exemptions and waivers. Ayes: 7. Nay: 0. Motion approved.

APPLICATION FOR WAIVERS OR EXEMPTION 2000-2002

Waiver	Exemption	Licensee Name	Granted/Denied
	X	Inebnit, Jerold H.	Granted

APPLICATION FOR WAIVERS OR EXEMPTION 2002-2004

Waiver	Exemption	Licensee Name	Granted/Denied
X		Brockman, Cyril E.	Granted
X		Imwalle, Paul R.	Granted

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On a motion by Mr. Tunnell, seconded by Mr. Hadley, the Board meeting adjourned at 8:44 A.M. Ayes: 7. Nays: 0.