

MINUTES

Wednesday - July 12, 2004

The regular meeting of the Board of Embalmers and Funeral Directors was held in the Riffe Center located in Columbus. President John J. Hadley called the meeting to order at 1:08 P.M.. Other Board members present were: Virginia S. Cheney, Ross C. DeJohn, Pernel Jones, Sr., Robert L. Shank, David B. Tobias, and Kurtis A. Tunnell. Also, present were: Anthony D. Siciliano, Assistant Attorney General, Frank J. Savage, Inspector, Charles H. Wisby, Inspector, Cameron Casper, Administrative Assistant, and Ann Cunningham, Executive Director.

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On a motion by Mr. DeJohn, seconded by Mr. Jones, the minutes of the June 16-17, 2004, meeting were approved as amended. Ayes: 6. Nays: 0. Motion approved.

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Announcements

Board members were introduced to the Board's newest employee, Cameron Casper. Mr. Casper, Administrative Assistant – Compliance will work with Assistant Attorney General Siciliano, Board Inspectors Savage and Wisby, and Executive Director Cunningham. Board members welcomed Mr. Casper on his first day of employment.

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Reorganization

President Hadley asked for nominations for president. Mr. DeJohn nominated Mr. Tobias.

President Hadley asked for nominations for vice-president. Mr. DeJohn nominated Mr. Shank.

President Hadley asked for nominations for secretary-treasurer. Mr. Jones nominated Mr. DeJohn.

There being no further nominations. Mr. DeJohn moved to close the nominations and cast a unanimous ballot for the slate of candidates. Mr. Shank seconded the motion. Ayes: 6. Nays: 0. Motion approved.

President Tobias appointed the following committee members:

Crematory Review Board: Messrs. Hadley, Shank, and Tobias.

Apprenticeship Guidelines: Messrs. DeJohn, Hadley, and Jones.

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Continuing Education: Messrs. DeJohn, Hadley, and Shank.

Preneed: Messrs. DeJohn, Jones, and Shank.

Staff: Messrs. DeJohn, Shank, and Tobias.

The Cemetery Dispute Resolution Commission named Gerald Werner, Sunset Hills Cemetery in Canton, Stephen E. Bittner of Westchester, and Richard D. Finn, Catholic Cemeteries of Columbus of Lockbourne to represent the Commission on the Crematory Review Board.



New Business

There were no applications for crematory facility license.



There were no applications for crematory facility license pending receipt of the occupancy permit and final inspection by the Board.



On a motion by Mr. Hadley, seconded by Mr. DeJohn, the Board approved the issuance of a crematory facility license to the following after receipt of the occupancy permit and final inspection by the Board. Ayes: 6. Nays: 0. Motion approved.

<u>License no.</u>	<u>Crematory Facility</u>	<u>Location</u>	<u>Final Inspection</u>
44-00-0080	Licking Co Crem	Heath	06/28/04



On a motion by Mr. Shank, seconded by Mr. Hadley, 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>
T. G. Cowling FH Inc	Wellington	Lorain	05/25/04
Marsh FH	Woodville	Sandusky	
Marsh FH	Luckey	Wood	07/21/03
Marsh FH	Pemberville	Wood	07/21/03



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



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There were no applications for issuance of a funeral home license **after** approval of the application, receipt of the occupancy permit and the final inspection.



The following funeral homes submitted amendments to change the manager during the month of June 2004.

<u>I.D.#</u>	<u>Firm Title</u>	<u>Manager</u>	<u>County</u>
43-00-1897	Vito-Nero FH	Joseph Nero	Cuyahoga
43-00-1853	Neville FH	Ray C. Neville	Lucas
43-00-1852	Clegg-Abele FH	Robert L. Shank	Lucas
43-00-2622	Porter-Qualls FH	D. Patrick Kenney	Greene



There were no amendments to change the funeral director actually in charge of and ultimately responsible for the funeral home for the month of June 2004.



There were no individuals who met the licensure requirements, and therefore the Board did not issue embalmer and/or funeral director license numbers.



The following individuals qualified and were issued registration numbers during the month of June 2004:

<u>First Name</u>	<u>Last Name</u>	<u>Embalmer Number</u>	<u>Funeral Director Number</u>	<u>Date Registered</u>
Jennica E.	Cunningham	E 0052 04	F 0080 04	06/07/04
Mark E.	Herman		F 0081 04	06/07/04
David C.	Rizzo	E 0053 04		06/18/04
Anthony D.	Barker	E 0054 04	F 0082 04	06/24/04
Michael H.	Barnes	E 0055 04	F 0083 04	06/24/04
Nichole S.	Bond	E 0056 04	F 0084 04	06/24/04
Wesley W.	Bonner		F 0085 04	06/24/04
Timothy C.	Combs	E 0057 04	F 0086 04	06/24/04
Frank I.	Gadd III	E 0058 04	F 0087 04	06/24/04
Justin R.	Kaszowski	E 0059 04	F 0088 04	06/24/04
Erica L.	Kiser	E 0060 04	F 0089 04	06/24/04
Brett A.	Ransom	E 0061 04	F 0090 04	06/24/04
Amy L.	Rauh	E 0062 04	F 0091 04	06/24/04
Eric A.	Zink	E 0063 04	F 0092 04	06/24/04



The following individuals certified apprenticeships during the month of June 2004.

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<u>First name/initial</u>	<u>Last name</u>	<u>Apprenticeship</u>	<u>Funeral Home</u>
Anthony D.	Barker	EMB/FD	Tracy Brammer FH 518 South 6 th St Ironton Ohio 45638
Michael H.	Barnes	EMB/FD	Barnes Funeral Home 220 East Main St Eaton Ohio 45320
Timothy C.	Combs	EMB/FD	Hillis & Hardwick FH 935 Forest Ave Zanesville Ohio 43701
Jennica E.	Cunningham	EMB/FD	Hummel Funeral Home 500 East Exchange St Akron Ohio 44304
Franklin I.	Gadd III	EMB/FD	Heitger Funeral Home 639 First St NE Massillon Ohio 44646
Mark E.	Herman	FD	E.C. Nurre FH 177 W Main St Amelia Ohio 45102
Justin R.	Kaszowski	EMB/FD	Lane Funeral Home 5797 Mahoning Ave Austintown Ohio 44515
Brett A.	Ransom	EMB/FD	Ransom Funeral Home 610 S Washington St Castalia Ohio 44824
Amy L.	Rauh	EMB/FD	Brockman & Boeckman FH 308 South Wayne St Ft Recovery Ohio 45846
Elizabeth A.	Reed	FD	Reed Funeral Home 705 Raff Rd SW Canton Ohio 44710
David C.	Rizzo	EMB	Armentrout Funeral Home 101 E Wapakoneta St Waynesfield Ohio 45896
Eric A.	Zink	EMB/FD	Hopkins-Lawver FH 547 Canton Rd Akron Ohio 44312



The Board office received and processed the following reports during the month of June 2004:

<u>Apprentice Reports</u>	<u>Embalmer</u>	<u>Funeral Director</u>
Apprenticeship Reports	123	278
Quarterly Master Reports	20	44
Board Interviews	5	7



The Board members reviewed various news articles.



Correspondence

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1. A letter from Marie Lorz, immediate past president of the Funeral Consumers Alliance of Central Ohio, expressing thanks for the opportunity to begin some dialogue between the alliance and the Board.
2. A letter from David A. Danner, president of Schaefer & Busby, Inc. informing the Board of the closing of Spaeth Sons-Schaefer & Busby, Inc located at 1320 Chase Avenue. Mr. Danner submitted a clearly enumerated list of preneed, and stated that the individuals have been notified that Schaefer Busby Danner, Inc. will honor all contracts.
3. A letter from Richard L. Dunbar, informing the Board of a succession of ownership of Chapman-Raff, Inc. which operate Trostel, Chapman & Christmas Funeral Home and Richards, Raff & Dunbar Memorial Home. The change did not alter the majority of ownership.
4. A letter from James B. Cooper requesting a reinstatement of his funeral director's license. On a motion by Mr. Hadley seconded by Mr. DeJohn, the Board approved Mr. Cooper's request provided he complies with Section 4717.08(C) of the Revised Code. Ayes: 6. Nays: 0. Motion approved.
5. A notice from the Fairfield County Department of Health that effective July 9, 2004, birth and death certificates will be \$17.00 per copy.
6. A letter from Sherri Douglass, Executive Director of the West Virginia Board of Funeral Service Examiners, confirming her conversation with Board member, John Hadley in which they discussed the possibility of reciprocity. Citing the different educational requirements, Ms. Douglas expressed a willingness to continue talks.
7. A letter from Drew Gauntly, Vice President of Trust and Regulatory Compliance for Adlerwoods Group, informing the board of the intent to sell both Spiker-Foster-Shriver Funeral homes in Canton to Claude W. Shriver, II. Secretary to request a clearly enumerated list of preneed, and contact Mr. Shriver.



Inspectors' Reports

Inspector Savage reported that he drove 2,061 miles in the counties of Ashtabula, Cuyahoga, Erie, Harrison, Jefferson, Lake, Lorain, Mahoning, Ottawa, Summit,

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Trumbull, and Tuscarawas. He inspected 7 crematory facilities, 92 funeral homes, and found one violation, conducted six investigations, and monitored no apprentices.

Inspector Wisby reported that he drove 2,167 miles in the counties of Brown, Clinton, Fayette, Franklin, Hamilton, Hocking, Logan, Montgomery, Preble, and Union. He inspected no crematory facilities, and 70 funeral homes, and found nine violations, conducted six investigations, and monitored four apprentices

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On a motion by Mr. DeJohn, 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; DeJohn, Aye; Jones, Aye; Hadley, Aye; Shank, Aye; Tobias, Aye, Tunnell, Aye.

The President declared the Board out of executive session.

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On a motion by Mr. Tunnell, seconded by Mrs. Cheney the Board voted to close seven 73 investigatory files. Roll call vote: Cheney, Aye; DeJohn, Aye; Jones, Aye; Hadley, Aye; Shank, Aye; Tobias, Aye, Tunnell, Aye.

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On a motion by Mr. Hadley, seconded by Mr. Shank, the Board voted to charge David Gary and the Gary Memorial Chapel, with a violation of Section 4717.14(A)(4) of the Revised Code for unprofessional conduct; specifically for failure to forward preneed funds to the funeral home designated by the family of Mary J. Ford. Roll call vote: Cheney, Aye; DeJohn, Aye; Jones, Aye; Hadley, Aye; Shank, Aye; Tobias, Aye, Tunnell, Aye

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On a motion by Mr. Tunnell, seconded by Mr. Hadley, the Board voted to charge Herrick Martin with a violation of Section 4717.14(A)(2) of the Revised Code because of his conviction of a felony, specifically aggravated burglary Section 2911.11 of the Revised

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Code. Roll call vote: Cheney, Aye; DeJohn, Aye; Jones, Aye; Hadley, Aye; Shank, Aye; Tobias, Aye, Tunnell, Aye

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Fiscal

The Board reviewed the revenue journal with a balance as of \$57,726.10 as of the end of May, and voucher journal with 56 vouchers and encumbrances for May. Board members received a chart indicating 85 refunds were issued for a total of \$10,280 as a result an error with two fees. The warrants were mailed to the individuals and/or funeral homes on June 4, 2004, along with a letter of explanation.

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On a motion by Mr. Tunnell, seconded by Mr. DeJohn, the Board approved the personal service contract for educational consultant, Donald Neff, at the rate of \$25.00 per hour for a maximum of \$3,300.00 for Fiscal year 2005, pending availability of funds. Ayes: 7. Nays: 0. Motion approved.

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On a motion by Mr. Tunnell, seconded by Mr. DeJohn, the Board approved the personal service contract with Blaugrund, Herbert & Martin, Inc. to act as hearing officer at the rate of \$95.00 per hour for a maximum of \$4,750.00 for Fiscal year 2005, pending availability of funds. Ayes: 7. Nays: 0. Motion approved.

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The Board reviewed the June 9, 2004 letter from Thomas W. Johnson, Director of the Office of Budget and Management, in which Mr. Johnson authorized new limitations for the Board's Fiscal 2006-2007 Budget request. It is understood that the approval of these increases does not guarantee the Board any additional funding. The increases allow the Board to provide more detailed justifications for additional funding above the original limitations, which will be reviewed for funding decisions after the Board's budget is submitted.

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Board members received a copy of the Board's FY06-07 Information Technology Plan submitted June 15, 2004 as required.

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The Board recessed at 3:43 P.M.

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Thursday July 13, 2004

The Board reconvened at 8:00 A.M. in the Board office. President David B. Tobias presided. Present were: Virginia S. Cheney, Ross C. DeJohn, John J. Hadley, Pernel Jones, Sr., Robert L. Shank,, Kurtis A. Tunnell, Inspector Frank J. Savage, Inspector Charles H. Wisby, Administrative Assistant, Cameron Casper and Executive Director, Ann Cunningham. Barbara Hadley was also present.



Continuing Education

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

Prior Approval (see attached list of programs)



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

Blanket approval (see attached list of programs)



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. Motion approved.

Individual approval (see attached list of programs)



On a motion by Mr. Tunnell, seconded by Mr. DeJohn, the Board voted to approve six(6) hours of continuing education credit to Jason G. Jardine for two three-hour classes at Case Western Reserve University, Fall 2002 and Spring 2003. Ayes: 7. Nays: 0. Motion approved. (see attached list)



On a motion by Mr. Hadley, seconded by Mrs. Cheney, the Board approved the following exemptions and waivers. Ayes: 7. Nay: 0. Motion approved. (see attached list)

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PRIOR APPROVAL GROUP:

Date	Sponsor	Title	Hours
040608	AURORA	Marketing Today and Tomorrow - Solution Merchandising Alliance OH Dave Lane 513-979-5263 Blanket Approval thru 06-30-04	02
040609	AURORA	The Balanced Funeral Arrangement - Lifetimes Aurora IN Dave Lane 513-979-5263 Blanket Approval thru 06-30-04	12
040611	BATES	Meeting the Needs of Our Changing Families Batesville IN Donald J Baechle, Jr Blanket Approval thru 06-30-04	06
040611	CCMS	Fifth Quarter Practicum Program Cincinnati OH Teresa Dutko Blanket Approval thru 06-30-04	02
040614	BATES	Meeting the Needs of Our Changing Families Batesville IN Donald J Baechle, Jr 812-934-7500 Blanket Approval thru 06-30-04	04
040617	TURNER	Burial Vault 101 Toledo OH Lance Ray Blanket Approval thru 06-30-04	02
040621	OGR	Video - Helping Children Understand Funerals Home Study International Order of the Golden Rule Jenny Gabbert Blanket Approval thru 06-30-04	01
040621	MILSO	Milso Casket Factory Tour - Maximizing Opportunity - Milso - Merchandising Solutions - Creating Unique Celebrations - Personal Impressions Richmond IN Steve Duffy Blanket Approval thru 06-30-04	06
040622	CENTRAL	Unique Tools for Those in Grief Miamisburg OH Joel L Getts 937-572-8636 Blanket Approval thru 06-30-04	03
040623	BATES	Meeting the Needs of Our Changing Families Batesville IN Donald Baechle, Jr Blanket Approval thru 06-30-04	06
040624	TURNER	Turner Vault 101 Northwood OH Lance Ray Blanket Approval thru 06-30-04	02
040628	MILSO	Milso Casket Factory Tour - Maximizing Opportunity - Creating Unique Celebrations - Personal Impressions Richmond IN Steve Duffy Blanket Approval thru 06-30-04	06
040629	CENTRAL	Healthy Relationships in the Workplace Miamisburg OH Joel L Getts 937-572-8636 Blanket Approval thru 06-30-04	04
040629	CENTRAL	Grief & Loss - Better Care for the 21st Century Miamisburg OH Joel L Getts Blanket Approval thru 06-30-04	03
040629	MILSO	Milso Factory Tour - Maximizing Opportunity - Creating Unique Celebrations - Personal Impressions Richmond IN Steve Duffy Blanket Approval thru 06-30-04	06
040721	MERCY	Bloodborne Pathogen Training Tiffin OH Lecia Wadsworth RN BSN 419-448-3150	01
040721	SNHW	How Children Grieve Columbus OH Apollo T Harold 614-322-2976	02

M I N U T E S

		Blanket Approval thru 06-30-06	
040730	MERCY	Bloodborne Pathogen Training Tiffin OH Lecia Wadsworth RN BSN 419-448-3150	01
040715	OGR	Complying with the Funeral Rule - audio seminar via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
040819	OGR	Complying with Human Resources & Wage Laws via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
040916	OGR	Complying with OSHA via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
041021	OGR	Coping with the Holidays - audio seminar via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
041118	OGR	Helping Survivors Get Their Financial Matters in Order - audio via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
041206	OGR	Open Line Idea Exchange - audio seminar via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	01
040806	LMHOSP	Office of the Coroner and Funeral Directors Newark OH Susan Snyder	02
040827	CCMS	Mortuary Education, Past, Present and Future Cincinnati OH Teresa Dutko 513-761-2020	01
040827	CCMS-1	What's Beyond Good-bye? Becoming a Full Service Funeral Home presented by Darcie Smith Cincinnati OH Teresa Dutko	02
040827	CCMS-2	Creating Personalized Funeral Service Cincinnati OH Teresa Dutko 513-761-2020	01
040827	CCMS-3	Success through Integrity for Funeral Homes Cincinnati 040827 Teresa Dutko 513-761-2020	01
040828	CCMS	Handling a Body Donation Cincinnati OH Teresa Dutko 513-761-2020	01
040828	CCMS-1	CJD Precautions and Guidelines Cincinnati OH Teresa Dutko 513-761-2020	01
040801	OGR	Strategies for a Stronger Tomorrow Hershey PA Gabbert Jenny	10
040926	OGR	Strategies for a Stronger Tomorrow San Antonio TX Gabbert Jenny	10
041107	OGR	Strategies for a Stronger Tomorrow Las Vegas NV Jenny Gabbert 800-637-8030 ext 120	10
041216	OGR	Open Line Idea Exchange – audio seminar Via telephone International Order of the Golden Rule Jenny Gabbert 800-637-8030 ext 120	02

BLANKET APPROVAL GROUP:

Sponsor	Title	Hours
THANOHMS	Unexpected, Traumatic Death and the Funeral Director Mary E Rizzo 800-742-8257	09
AURORA	Marketing Today & Tomorrow - Cremation	02

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	Dave Lane 513-979-5263	
AURORA	Marketing Today & Tomorrow - Solution merchandising Dave Lane 513-979-5263	02
T-AURORA	Marketing Today & Tomorrow - Aurora Plant Tour Dave Lane 513-979-5263	01
T-AURORA	Marketing Today & Tomorrow - Meierjohan-Wengler Plant Tour Dave Lane 513-979-5263	01
AURORA	Marketing Today & Tomorrow - Digital Solutions Dave Lane 513-979-5263	02
T-AURORA	Marketing Today & Tomorrow - Plant Tour Video Dave Lane 513-979-5263	01
T-AURORA	Marketing Today & Tomorrow - Meierjohan-Wengler Tour Video Dave Lane 513-979-5263	01
AURORA	Meaningful Funeral and Satisfied Families Dave Lane 513-979-5263	02
ELITEHMS	Ohio Revised Code & Administrative Code Chris Calabucci 888-857-6920	04
ELITEHMS	Ethics Chris Calabucci	01
ELITEHMS	Religion & The Funeral Director Chris Calabucci 888-857-6920	03
ELITEHMS	Formaldehyde Monitoring Chris Calabucci 888-857-6920	01

INDIVIDUAL APPROVAL GROUP:

Date	Licensee	Title	Hours
040701	41-00-7015 Requesting any hours allowed	July 15-18, 2004 Archbishop James P Lyke Conference New Orleans LA Rosary H Martin	3
040701	41-00-7083	July 14, 2004 Dealing with Job Stress in the Helping Profession Wheeling WV Nancy L Warren Pogacich	02
040701	41-00-7083	May 26, 2004 Bloodbourne pathogens Wheeling WV Nancy L Warren Pogacich	02
040701	41-00-8155	June 21-24, 2004 Funeral Service Enrichment Experience Ft Collins Colorado Keith Walker	30
040701	41-00-8381	July 20-27, 2004 Communication at the End of Life Dayton OH Dorris Sanner	08
040701	42-00-6591	July 15-18, 2004 Archbishop James P Lyke Conference New Orleans LA Hardin M Martin	3
040701	42-00-7695	June 17, 2004 Funeral Director's Role in Organ and Tissue Donation San Francisco CA Keith A Young	06
040701	42-00-8237	June 15, 2004 110th WV Funeral Directors Convention Morgantown WV L Paul Ingram	03

INDIVIDUAL APPROVAL GROUP:

DATE	LICENSEE NAME	TITLE	Hours
020701	42-00-8657	Marketing & Advertising 3 semester hr course	6

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APPLICATION FOR WAIVERS OR EXEMPTION 2002-2004

Waiver	Exemption	Licensee Nam	Granted/Denied
	X	Baker, David E	Granted
	X	Fowler, Imani R	Granted
	X	Hayes, James V	Gratned
X		Hughes, John P	Granted
X		Minnifield, Eugene	Granted
	X	Nihiser, Heather	Granted
	X	Williams, B Jack	Granted
X		Zieminski, John	granted

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On a motion by Mrs. Cheney, seconded by Mr. DeJohn, the Board meeting adjourned at 8:30 A.M. Ayes: 7. Nays: 0. Motion approved.

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