

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, JANUARY 4, 2011
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>

OPEN SESSION MEETING AGENDA

1) OPEN STATEMENT

2) ROLL CALL

Richard J. Galante Jr., President
Thomas C. Brown, Secretary
Edith C. Churchman, Ph.D., CFSP
Marius R. Lombardi (Government Member)
Curtis S. Macysyn (Public Member)
Richard W. McCriskin
Bayode Olabisi (Public Member)
John Radzieta
Philip Scheps (Public Member)
Louis J. Stellato Jr, Ph.D
Lloyd Wimberg
Ana Zevallos

3) APPROVAL OF MINUTES

A) October 26, 2010

4) EXECUTIVE DIRECTOR'S REPORT

- A) Total number of complaints received in December: **5** Total for 2010: **67**
- B) Next regular Board meeting: Tuesday, February 1, 2011 Hudson Room, 6th floor.
- C) Jurisprudence Examination is scheduled for February 18, 2011.
- D) Invitation was issued to Ethic Officer, Robert Campanelli to discuss the lobbying of Board Members.
- E) In March 2011 all approved courses is scheduled to be posted on the state website of www.njconsumeraffairs.gov/mort.

C) National Funeral Directors Association: Kathleen Walczak

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|-------------|---|-------------|
| | 1) ADA Employer Compliance: Title 1.....(Online) | 3hrs |
| 3hrs | 2) Communicable Diseases: What Every Funeral Home...(Online) | |
| 4hrs | 3) Conflict Management For Funeral Directors... (Online) | |
| | 4) Controlling Your Accounts Receivable (Online) | 3hrs |
| | 5) Embalming the Obese Case (Online) | 3hrs |
| 2hrs | 6) Offering Funeral Package in Compliance...(Online) | |
| 1hr | 7) Professional Ethics In Funeral Service...(Online) | |
| | 8) Serving Hispanic Families (Online) | 4hrs |
| | 9) Time for Your Annual Checkup: Financial...(Online) | 3hrs |
| 3hrs | 10) Understanding A Child's Grief (Online) | |
| 4hrs | 11) Understanding Adult Grief : Developing Effective...(Online) | |
| | 12) Understanding the Practice of the FTC...(Online) | 3hrs |
| 3hrs | 13) Wage and Hour Laws for Home Employers (Online) | |
| | 14) What To Do When Families Say "No Religion..."(Online) | 2hrs |

D) New Jersey Funeral Service Education Corp.: Emily Moscetti

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| | 1) Funeral Prearrangements and the SSI... (1/26/11 & 2/2/11) | 2.5 hrs |
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E) Batesville Casket Company: Deb St. Pierre

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|--|--|-------------|
| | 1) Acting On Cremation Challenges Together (TBD) | 2hrs |
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F) FuneralCE: Sue Moore

5hrs 1) Managing Grief: A Guide for The Funeral...(Online)

G) Burlington County Funeral Directors Association: Cynthia Caterson

Open Session Agenda
January 4, 2011
Page 4

1) The Importance of Having A Will (TBD) 1hr

H) Dignity University: Valarie Miller

1) Back Safety (Online) 1hr
2) Bloodborne Pathogens (Online) 1hr
3) Fire Safety (Online) 1hr
4) Hazard Communication (Online) 1hr
5) Lockout/Tagout (Online) 1hr
6) Office Safety (Online) 1hr
7) Complaint Resolution (Online) 1hr
8) Cremation Consumer (Online) 1.5hrs
9) Cremation Theory (Online) 2hrs
10) Effective Communication Skills (Online) 1.5hrs
11) Formaldehyde Monitoring (Online) 1hr
12) FTC-Funeral Rule (Online) 2hrs
13) Jewish Funeral Traditions (Online) 1hr
14) Respiratory Protection (Online) 1hr
15) Workplace Harrassment (Online) 2hrs
16) Workplace Diversity (Online) 1.5hrs
17) Workplace Discrimination (Online) 2hrs
18) Performance Management (Online) 1hr
19) Managing Change (Online) 1hr
20) Effective Supervision (Online) 1hr
21) Effective Employee Counseling (Online) 1hr
22) Managing For Excellence (Online) 8hrs
23) Securing Payment On At Need Funeral Accounts (Online) 1hr
24) Supervision In Action (Online) 21hrs

I) National Funeral Directors Association: Kathleen Walczak

	1) Guaranteed Funerals: Is Preneed Right For you? (Online)	3hrs
	2) Risk Management: Controlling Risk For Small...(Online)	3hrs
	3) FTC Funeral Rule Coordinator Speaks Out...(Online)	2hrs
3hrs	4) How To Adopt Environmentally Friendly...(Online)	
	5) Simple And Practical Best-Practice Ideas...(Online)	3hrs

**Open Session Agenda
January 4, 2011
Page 5**

J) National Funeral Directors Association: Kathleen Walczak
(Course outline provided to Ms. Churchman only)

8hrs	1) 100 Ways To Motivate Others (Home Study)	
8hrs	2) Building Customer Loyalty From The Inside Out (Home Study)	
	3) Capitalizing On Kindness: Why 21 st Century...(Home Study)	8hrs
	4) Creating Meaningful Funeral Experiences (Home Study)	6hrs
	5) Customer Service In An Instant: 60 Ways to Win...(Home Study)	8hrs
6hrs	6) Finding Your Way After Your Parents Died (Home Study)	
	7) Funeral Home Customer Service A-Z (Home Study)	8hrs
8hrs	8) Good Words: Memorializing Through A Eulogy (Home Study)	
6hrs	9) Great Answers to Difficult Questions About Death:...(Home Study)	
	10) Grievers Ask: Answers to Question About Death & Loss (Home Study)	8hrs
	11) Handbook For Companionship The Mourner (Home Study)	6hrs
	12) Hands-Off Manager: How To Mentor People And Allow...(Home Study)	8hrs
6hrs	13) Healing A Child's Grieving Heart (Home Study)	
	14) Healing A Friend's Grieving Heart (Home Study)	6hrs
6hrs	15) Healing A Teen's Grieving Heart (Home Study)	
	16) Healing The Adult Child's Grieving Heart (Home Study)	6hrs
	17) Healing Your Grieving Heart (Home Study)	6hrs

	18) Healing Your Holiday Grief (Home Study)	6hrs
6hrs	19) Lessons From The Mouse: A Guide For Applying Disney..(Home Study)	
	20) Traversing The Minefield, Best Practice: Reducing Risk.. (Home Study)	10hrs
	21) The Widower's Toolbox (Home Study)	8hrs
6hrs	22) Willie's Way: 6 Secrets For Wooing, Wowing & Winning...(Home Study)	
4hrs	23) Advanced Cremation Arranging (Home Study)	
4hrs	24) Advanced Cremation Arranging (Home Study)	
	25) Cancer & NFDA's Formaldehyde Best Management...(Home Study)	2hrs
2hrs	26) Ethical Thinking In Today's World (Home Study)	
	27) FTC Funeral Rule Coordinator Speaks Out ..(Home Study)	4hrs
	28) GPL Funeral Packages-Doing Them Right (Home Study)	2hrs
4hrs	29) Hispanic Funeral: Need-To -Know Insights (Home Study)	
2hrs	30) Internet Age vs. Your Funeral Home: Legal Issues..(Home Study)	
4hrs	31) It Is Easy Being Green (Home Study)	
2hrs	32) Legendary Service At The Ritz-Carlton: A Great Fit..(Home Study)	
	33) Preneed Ethics In Demanding Times (Home Study)	4hrs
	34) Tips For Marketing A Pet Funeral Business (Home Study)	4hrs
2hrs	35) Understanding Personalities: Working and Coping Styles..(Home Study)	
	36) With The Push To Cremate: 5 Reasons to Encourage...(Home Study)	2hrs
	37) The Art of Facial Reconstruction (Home Study)	4hrs

Open Session Agenda

January 4, 2011

Page 6

10hrs	38) Embalming Difficult Cases: Donor Cases (Home Study)	
	39) FTC Compliance: Handling The General Price List (Home Study)	4hrs
4hrs	40) Restorative Arts: An Artist's Perspective (Home Study)	
	41) Your Professional Image (Home Study)	4hrs

9) CORRESPONDENCE

A) News article that was featured in the New York Times on December 13, 2010 titled “ Reviving Jewish Ritual of Tending to the Dead”. **FYI.**

B) Dianne Tamaroglio, Executive Director of the New Jersey Cemetery Board, informs the Board that the Thursday, December 9, 2010 meeting was adjourned. The next scheduled Board meeting will convene on Thursday, January 13, 2011. **FYI.**

C) John Rotondo, obituary notice appeared in the November 13, 2010, edition of the Star Ledger. **FYI.**

10) EXECUTIVE SESSION - Discuss consumer complaints and/or conduct investigative inquiries. The results of these deliberations will be made known when and if the Board determines to initiate disciplinary or other law enforcement action. If the Board determines to issue uniform penalty letters, that action will be taken in public session immediately after the executive session.

11) ADJOURNMENT