

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, JANUARY 5, 2010
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>

OPEN SESSION MEETING MINUTES

ATTENDANCE

Richard J. Galante Jr., President
Thomas C. Brown, Secretary
Edith C. Churchman, Ph.D., CFSP
Marius Lombardi (Government Member)
Curtis S. Macysyn (Public Member)
Richard McCriskin - (left at 12:00 P.M.)
Bayode Olabisi - (arrived at 10:35 A.M.)
John Radzieta
Louis J. Stellato Jr, Ph.D
Lloyd Wimberg - (left at 11:00 A.M.)
Ana Zevallos - (arrived at 9:45 A.M.)

ABSENT

Phillip Scheps (Public Member)

ALSO ATTENDING

William Mandeville, Executive Director
Susan Berger, Deputy Attorney General
Sabrina Tabron, Administrative Assistant
Cynthia Khalil, Principal Clerk Transcriber

APPROVAL OF MINUTES

New Jersey State Board of Mortuary Science Open Minutes for December 1, 2009.

On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the board voted to accept the minutes as read. All voted in favor of the motion.

EXECUTIVE DIRECTOR'S REPORT

Mr. Mandeville reported that the total number of complaints received in December are 5 and the total for 2009 are 17.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, February 2, 2010 in the Hudson Conference Room, 6th floor.

Mr. Mandeville reported that the Jurisprudence Examination has been scheduled for February 19, 2010 at Mercer County Community College.

Mr. Mandeville reported that the funeral home registrations are now in the 30-day late renewal period.

Maryann Sheehan, Regulation Analyst, scheduled to arrive at 10:00 a.m. to discuss the proposed amendment N.J.A.C.13:36-1.9. On motion made by Mr. McCriskin, seconded by Mr. Wimberg, the Board voted to increase the Statement of Funeral Goods and Services Selected Forms from \$100 to \$400 per item. All voted in favor of the motion.

INTERN REGISTRATIONS

Patrick Biondo, Bergen Funeral Service
Michael Forshay, Browning-Forshay Funeral Home
Denise Maguire, Warren Hills Memorial Home
Kevin White, Shook Funeral Home

This was for the Board information only.

NEW LICENSEES

William Aiello Jr.	Licensed by Credentials
James Fontanella	Licensed by Application
Derek Martinez	Licensed by Application
<i>Total licensed by application: <u>2</u></i>	<i>Total licensed by credentials: <u>1</u></i>

This was for the Board's information only.

NEW INSTALLATIONS

None.

CONTINUING EDUCATION

Funeral Review.Com, LLC: Jillian Holzhueter

(Courses 2-13 were previously approved- change of date only)

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| 1) Learning To Be A Leader (online) | 3hrs |
| 2) Embalming Perspectives & Paradigms Challenged (online) | 3hrs |
| 3) Hazard Communications (online) | 1hr |
| 4) Communicable Disease (online) | 2hrs |
| 5) Death Care Marketing 25 FAQ's (online) | 3hrs |
| 6) Marketing a Funeral Home for Long Term..... (online) | 3hrs |
| 7) HIV/AIDS..... (online) | 1.5hrs |
| 8) Personnel Management in Funeral.....(online) | 2hrs |
| 9) Understanding Pre-Need (online) | 2hrs |
| 10) Funeral Service Ethics (on-line) | 3hrs |
| 11) The Funeral (on-line) | 4hrs |
| 12) Public Speaking Comfortably (on-line) | 2hrs |
| 13) Grief Management & the Role of the Funeral...(on-line) | 4hrs |

B) Hospice Foundation of America: Chester Velasco

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| 1) Cancer and End of Life Care (teleconference, online & video) | 3hrs |
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C) Bergen County Funeral Directors Association: Craig Reiman

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| 1) Obituary Process (1/6/10) | 1hr |
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D) National Funeral Directors Association: Kathleen Walczak

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| 1) ADA Employer Compliance... (self-study) | 3hrs |
| 2) Communicable Diseases... (self-study) | 3hrs |
| 3) Conflict Management for Funeral... (self-study) | 4hrs |
| 4) Controlling Your Accounts Receivable (self-study) | 3hrs |
| 5) Embalming the Obese Case (self-study) | 3hrs |

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6) Professional Ethics in Funeral Service (self-study)	1hr
7) Serving Hispanic Families (self-study)	4hrs
8) Time for your Annual Check-up:... (self-study)	3hrs
9) Understanding a Child's Grief (self-study)	3hrs
10) Understanding Adult Grief:... (self-study)	3hrs
11) Understanding the Practice... (self-study)	3hrs
12) Wage and Hour Laws...(self-study)	3hrs
13) Delegating (self-study)	2hrs
14) Essential Skills of Communicating (self-study)	2hrs
15) Essential Skills Leadership (self-study)	2hrs
16) Improving Work Habits (self-study)	2hrs
17) Managing Complaints (self-study)	2hrs
18) Providing Performance Feedback (self-study)	2hrs
19) Supporting Change (self-study)	2hrs
20) Guaranteed Funerals... (self-study)	2hrs
21) Risk Management... (self-study)	2hrs
22) Professionalism in the Office (self study)	2hrs

E) National Funeral Directors Association: Kathleen Walczak

1) Recession-Friendly Ideas to Accelerate Innovation... (2/11/10)	1hr
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F) Morris County Funeral Directors Association: Mark Connor (Bailey FH)

1) Restorative Art: Airbrush Cosmetics, Use, Benefits.... (12/1/09)	1hr
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G) American Funeral Consultants: Melissa Drake

1) The Changing Face of Funeral Service: Circa 2010 (1/18-21/10)	12hrs
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H) MKJ Marketing: Erica Heuer

1) Improving Your Funeral Business (2/8-11/09)	18hrs
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The committee reported that section A) Funeral Review.Com numbers 2 - 13 needs to provide the Board with the date the courses will be held. On motion made by Mr. Radzieta seconded by Mr. Wimberg, the Board determined to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Dianne Tamaroglio, Executive Director of the New Jersey Cemetery Board, informs the Board that the Thursday, December 10, 2009 meeting was adjourned. The next scheduled Board meeting will convene on Thursday, January 7, 2010. This was for the Board information only.

Wilson Beebe, of the New Jersey State Funeral Directors Association, provided a letter supporting the proposed amendment N.J.A.C.13:36-1.9. This was for the Board information only.

OPEN DISCIPLINARY MATTERS

#09-30 The Final Consent Order for Manuel Martinez and the Martinez's Funeraria Latina, Inc was filed with the Board on December 9, 2009. This was for the Board information only.

ITEMS FOR DISCUSSION

Discussion on the proposed amendment N.J.A.C.13:36-1.9 with Regulation Analyst, Maryann Sheehan. On motion made by Mr. McCriskin, seconded by Mr. Wimberg, the Board voted to increase the Statement of Funeral Goods and Services Selected Forms from \$100 to \$400 per item. All voted in favor of the motion.

#05-85 Review of disciplinary matter for John Gleason and DAG Krugman response to the Provisional Order of Discipline that was filed with the Board on August 26, 2009. On motion made by Mr. Stellato, seconded by Mr. Brown, the Board determined to issue a Final Order of Discipline suspending his license for seven years, currently with his sentence of incarceration. All voted in favor of the motion. Mr. Lombardi opposed. Mr. McCriskin recused and left the room.

PUBLIC COMMENTS

None.

On motion made by Mr. Stellato, seconded by Mr. Radzieta, the Board voted to take a break. All voted in favor of the motion.

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EXECUTIVE SESSION - 10:30 A.M. On motion made by Mr. Radzieta, seconded by Mr. Wimberg, the Board determined to go into executive session to 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.

Respectfully submitted,

Thomas C. Brown
Secretary

Dated