

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., **TUESDAY, JANUARY 8, 2008**
<http://www.njconsumeraffairs.gov/nonmedical/mortuary.htm>
OPEN SESSION MEETING
MINUTES

ATTENDANCE

Louis J. Stellato Jr, Ph.D, President
Richard J. Galante, Secretary
Thomas C. Brown
Edith C. Churchman, Ph.D., CFSP
Martin Goldstein, Esq.
Bernard Horwitz, Esq., (Public Member)
Marius Lombardi (Government Member)
Curtis S. Macysyn (Public Member) (arrived 10:40 A.M.) Philip Scheps (Public Member)
Frederick R. Whiteley III

ABSENT

Fanny Jaramillo (Public Member)

ALSO ATTENDING

William Mandeville, Executive Director
Jodi Krugman, Deputy Attorney General
Sabrina Tabron, Administrative Assistant
Cynthia Khalil, Principal Clerk Transcriber
Jonathon Eisenmenger, Assistant to the Executive Director

APPROVAL OF MINUTES

New Jersey State Board of Mortuary Science Open Session Minutes for December 4, 2007

On motion made by Mr. Lombardi, seconded by Mr. Brown, the Board voted to approve 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 were 13 and the total for the year are 138.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, February 5, 2008 in the Hudson Conference Room, 6th floor.

Mr. Mandeville reported that the majority of the funeral home renewed their registrations.

Mr. Mandeville reported that the Jurisprudence examination has been scheduled for February 22, 2008 at the Mercer County Community College.

INTERN REGISTRATIONS

Damian Bordell, Mc Guinness Funeral Home
Frederick Dearden, Brenna Funeral Home
Richard J. Meade, Vander Plaat Colonial Home, Inc.
Sandra Riiff, Mc Guinness Funeral Home
John A. Rizzo, Silverton Memorial Funeral Home
Emily Santangelo, Santangelo Funeral Home

This was for the Board's information only.

NEW LICENSEES

Rayna L. Hewitt

This was for the Board's information only.

NEW INSTALLATIONS

None.

CONTINUING EDUCATION

A) National Funeral Directors Association: Kathleen Walczak

1) The Secrets of Cremation Profitability-2/28/08 2hrs

B) MKJ Marketing: Sandra Paiva.

1) Pulling From the Competition- 2/11-13/08 10hrs

C) DIAMS: Debbie Dodge

1) 2008 Dodge Managerial Seminar - 2/11/08 10hrs

2) 2008 Dodge Technical Seminar -2/14/08 10hrs

3) 2008 Dodge Managerial Seminar - 3/10/08 11hrs

4) 2008 Dodge Technical Seminar -3/12/08 11hrs

D) American Funeral Consultants: Melissa Drake

1) Legal, Ethical and Other Key Issues in Funeral Service- 2/19-25/08 15hrs

E) The Conference: Lauren Harriman

1) Association of Executives of Funeral Service Board Meeting- 2/28/08 3hrs

2) Presentation/Lecture (item writing Seminar)- 2/28/08 3.5hrs

3) Sanction Referencing - 2/29/08 .75 hr

4) A Consumer's Perspective on Funeral Service-2/29/08 .75hr

5) District Meetings-2/29/08 1.5hrs

6) Ethics through a Camera's Eye....Film and Funeral Service -2/29/08 1hr

7) The Funeral Rule Offenders Program- 2/29/08 1hr

8) Tissue Issues-2/29/08 1hr

9) Non-Transplantable Anatomical Donations- 2/29/08 1hr

F) Metropolitan Funeral Directors Assoc.: Emily Moscetti

1) The working EDRS-1/24/08 1hr

G) New Jersey Funeral Service Education Corp: Emily Moscetti

1) Certified Celebrant Training-10/29-31/07 17hrs

H) NJ Sharing Network: George Forleo

1) Clinical applications of full thickness skin and the challenges of preparing the skin donor for viewing -11/07 2hrs

2) Observation of Musculoskeletal Tissue Procurement -11/07 2hrs

I) Epsilon Nu Delta Mortuary Fraternity: Edith Churchman

1) Alternative Embalming Solutions-2/15/08 1hr

2) Communication and Quality Control Methods for Embalmers-2/15/08 1hr

J) National Funeral Directors Association: Kathleen Walczak

1) Hispanic Funerals: Need -to Know Insights-3/4/08 2hrs

K) Aurora Casket Company : Ms. Brett Backman

1) Aurora Plant Tour 1 & 2hrs

2) Becoming a Service Provider 2hrs

3) Building your Family's Trust 3hrs

4) Balanced Cremation Arrangement 2hrs

5) No Religion, Please-Meeting the Challenge 2hrs

6) 9+1 Ways to be Creative 2hrs

7) Marketing Today & Tomorrow 2 & 3hrs

8) Beginning w/the End in Mind 3hrs

9) Making the Emotional Connection 2, 3 & 4hrs

10) Advanced Arranger Training 4,6 & 8hrs

11) Lifetimes; the Balanced Funeral Arrangement 12hrs

L) SCI- Dignity University: Samira Neese

1) Back Safety 1hr

2) Bloodborne Pathogens 1hr

3) Defensive Driving 1hr

4) Cremation Consumer 1.5hrs

5) Fire Safety 1hr

6) Formaldehyde Monitoring 1hr

7) FTC- Funeral Rule 2hrs

8) Hazard Communication 1hr

9) Hearing Protection 1hr

10) Lockout/Tagout 1hr

11) Office Safety 1hr

12) Respiratory Protection 1hr

13) Module 1 4hrs

14) Module 2 4hrs

15) Module 3 4hrs

16) Module 4 4hrs

17) Module 5 4hrs

18) Module 6 4hrs

19) Module 7 4hrs

20) MFE 8hrs

- 21) Effective Comm. Skills 1.5hrs
- 22) Securing Pymts on At-Need Fun. Accts 1hr
- 23) Cremation Theory 2hrs
- 24) Jewish Funeral Traditions 1hr
- 25) Workplace Harassment 2hrs
- 26) Workplace Discrimination 1.5hrs
- 27) Avoiding Litigation 0.5 Hr
- 28) Forklift Safety 1hr
- 29) Trenching & Shoring 1hr
- 30) Complaint Resolution 1hr

M) National Funeral Directors Association: Kathleen Walczak

Note: Courses were not previously approved as noted: This is the matter in which several Board members took courses home and was to give a report.

- 1) NFDA Home Study Series 4 hrs
- 2) Creating Meaningful Funeral Experience 4 hrs
- 3) The End is Just the Beginning: Lessons in Grieving for African Americans 4 hrs
- 4) Ethics Variations in Dying, Death & Grief 4 hrs
- 5) FatherLoss: How Sons of All Ages Come to Terms with Death of Dad 4 hrs
- 6) Funeral Home Customer Service A-Z 4 hrs
- 7) Healing a Child's Grieving Heart 4 hrs
- 8) Healing a Friend's Grieving Heart 4 hrs
- 9) Healing a Teen's Grieving Heart 4 hrs
- 10) Healing a Adult Grieving Heart 4 hrs
- 11) When All the Friends Have Gone 4 hrs
- 12) When Men Grieve: Why Men Grieve Differently and How You can Help 4 hrs
- 13) Winning Ways: Funeral Profession's Guide to Human Relations 4 hrs
- 14) Don't take the Last Donut: New Rules of Business Etiquette 4 hrs
- 15) Free Publicity: Secrets of Getting Covered on the News 4hrs
- 16) Hands-Off Mgr; How to Mentor People & allow Them to be Successful 4 hrs
- 17) Healing Your Holiday Grief: 100 Practical Ideas.... 4 hrs
- 18) Living in the Shadow of the Ghost of Grief 4 hrs
- 19) Prescriptions for a Healthy Family Business 4 hrs
- 20) Traveling through Grief: Learning to Live again..... 4 hrs
- 21) The Wilderness of Grief: Finding Your Way 4 hrs
- 22) The Avian Flu Pandemic: Are You Prepared? 2 hrs
- 23) Behavioral Style Selling: Adapting to Consumer 2 hrs
- 24) Body Preparation & Practices for Different Religions & Culture 2 hrs
- 25) Buying and Selling Your Funeral Home 2hrs
- 26) Caregiver's Overload: Coping with Stress in the Funeral Profession 2hrs
- 27) Changing Face of Death: How to Deal with the New Demographic 2hrs
- 28) Creating the Ultimate Funeral Experience Through Questioning Strategies 2hrs
- 29) Cremation Management: Your Business is at Risk! 2hrs
- 30) Do Consumers Really Want a One-Stop Shop? 2hrs
- Open Session Minutes January 8, 2008 Page 7 31) EPA/OSHA Compliance to Protect & Enhance Your Business 2hrs
- 32) Legendary Service at the Ritz-Carlton 2hrs
- 33) Military Funeral Honors & the Important Role of the Funeral Director 2hrs
- 34) Myths of Grief 2hrs
- 35) Need-to-Know Wage & Hour Compliance for Employers 2hrs
- 36) Policies & Procedures: The Foundation to Crematory Operations 2hrs
- 37) Potential Legal Issues Related to Embalming 2hrs

- 38) Promoting the Value of Ceremony to Today's Consumer 2hrs
- 39) Reinvent Your Cremation Arrangements 2hrs
- 40) Risk Management: Controlling Risk for Small Business 2hrs
- 41) Setting Up and Controlling Your Cemetery & Funeral Home Sales Program 2hrs
- 42) Surviving Cremation: Operate Like It's 2010 2hrsM
- 43) Valuable Things Grieving People Need to Hear From FD 2hrs
- 44) What Wedding Teach Funerals about Funeral Planning 2hrs
- 45) What's Beyond Goodbye? Becoming a Full Service Funeral Home 2hrs
- 46) You Need Hospice & Hospice Needs You 2hrs
- 47) Celebrate the Extinction of the Selection Room:... 2hrs
- 48) Cremation Due Diligence:..... 2hrs
- 49) Effectively Marketing A Pet Death Care Business 2hrs
- 50) Ethics in the Preneed Profession 2hrs
- 51) FTC Compliance Update:2007 2hrs
- 52) The Inner Secret of Outrageous Marketing 2hrs
- 53) Managing Your Workplace and Environmental Practices..... 2hrs
- 54) Next Generation Employees (Gen X & Y)..... 2hrs
- 55) No Religion Please:.... 2hrs
- 56) The Pandemic Avian Flu: Is Your Funeral Home Prepared? 2hrs
- 57) The Art of Facial Reconstruction 2hrs
- 58) Avoiding Sexual Harassment Suit 2hrs
- 59) Embalming Difficult Cases 4hrs
- 60) FTC Compliance: The General Price List 2hrs
- 61) Restorative Arts: An Artist's Perspective 2Hrs
- 62) Your Professional Image 2Hrs

The committee reported that section B) MKJ Marketing: Sandra Paive, was approved for ten (10) hours only, section E) The Conference: Lauren Harriman, was not approved, the Board is requesting additional information, section G) New Jersey Funeral Service Education Corp; Emily Moscetti, was approved for 16.5 hours only, section K) Aurora Casket Company: Ms. Brett Backman, was not approved, the Board is requesting additional information. On motion made by Mr. Galante seconded by Mr. Lombardi, the Board determined that the content of the courses of section L) SCI-Dignity University: Samira Neese, numbers 3, 9, 28 and 29 were not relevant to funeral directing. All voted in favor of the motion. The committee reported that section M) National Funeral Directors Association : Kathleen Walczak, all the courses that are 10 hours only were approved for 4 hours, and all courses that are 4 hours were approved for 2 hours only. On motion made by Mr. Brown, seconded by Mr. Galante, the Board determined to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

NJ Cemetery Board Public Session Agenda for December 13, 2007. This was for the Board's information only.

Newspaper clipping titled " Eco-friendly burials save green". This was for the Board's information only.

Newspaper article titled "Funeral home honors Hindu way of death". This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

#07-84 Licensee Carmen Bastante, paid \$1,500.00 for violation of N.J.A.C. 13:36-10.3 (a), N.J.S.A. 45:1-21(h) and (b) on November 26, 2007. This was for the Board's information only.

Licensee Walter Calhoun was served Final Order of Discipline on December 6, 2007. DAG Krugman reported to the Board that Mr. Calhoun suspension is now active effective January 8, 2008.

ITEMS FOR DISCUSSION

Assembly, No #3623 of the 212th Legislature which was introduced October 2006. This bill was passed by both houses of the legislature on January 7, 2008.

Senate Committee Substitute for Senate, No # 2387 of the 212th Legislature which was adopted on December 17, 2007. This bill was passed by both houses of the legislature on January 7, 2008.

PUBLIC COMMENT

Michael Mittenzwei, NJSFDA wanted to know if the Final Order of Discipline for Walter Calhoun can be published in the Forum.

EXECUTIVE SESSION - 10:25 A.M. On motion made by Ms. Churchman, seconded by Mr. Macysyn, 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,

Richard J. Galante, Jr. Date

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