

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, FEBRUARY 2, 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
Bayode Olabisi - (arrived at 9:45 A.M.)
John Radzieta
Louis J. Stellato Jr, Ph.D
Lloyd Wimberg - (left at 10:55 A.M.)

ABSENT

Philip Scheps (Public Member)
Ana Zevallos

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 January 5, 2010.

On motion made by Mr. Lombardi, seconded by Mr .Wimberg, 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 January are 4 and the total for the year are 4.

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

Mr. Mandeville reported that 5 candidates registered for the February 19, 2010 Jurisprudence Examination. The registration deadline is February 12, 2010.

INTERN REGISTRATIONS

Sakinah Arrington, Eternity Funeral Services, LLC
Vincent Conforti, Mc Corry Brothers
Courtney Davison, Chiacchio Southview Funeral Home
Curtis A. May, May Funeral Home
Ryan Szumel, Carmona-Bolen Home For Funerals LLC

This was for the Board's information only.

NEW LICENSEES

Adam Chamberlain	Licensed by Application
Krystle Henwood	Licensed by Application

Licensed by Application total for 2010: 4 Licensed by Credentials total for 2010: 1

This was for the Board's information only.

NEW INSTALLATIONS

Asia Funeral Service, Branchburg, Mgr., Jason Papavero
Jersey Shore Cremation Service, Wall, Mgr., David Vasilenko
J.L. Apter Memorial Chapels Inc., Springfield, Mgr., Jason Apter

This was for the Board's information only.

CONTINUING EDUCATION

A) Aurora: Brett Backman

- | | |
|--|------|
| 1) Four Generations In The Funeral Home (1/5/10) | 2hrs |
| 2) Leading The Next Generation (1/5-6/10) | 1hr |
| 3) Making The Emotional Connection (1/19/10) | 1hr |

B) International Order of The Golden Rule: Lisa Krabbenhoft

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|---|-----|
| 1) Blood-Borne Pathogen Exposure Control Plan (2/25/10) | 1hr |
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C) Matthews International: Jay Diaz

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|--|------|
| 1) The Devils Is In The Details-Customer Loyalty (various) | 2hrs |
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D) National Funeral Directors Association: Kathleen Walczak

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|------------------------------------|-------|
| 1) CPC Correspondence (self-study) | 15hrs |
|------------------------------------|-------|

E) Epsilon Nu Delta Mortuary Fraternity Inc: Edith Churchman

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|--|-----|
| 1) Known Shipper Regulations (2/12/10) | 1hr |
| 2) Social Networking Your Funeral Home (2/12/10) | 1hr |

F) National Funeral Directors Association: Kathleen Walczak

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|---|------|
| 1) Preneed Ethics In Demanding Times (home-study) | 4hrs |
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G) Selected Independent Funeral Homes: Amy Hunt
(Pamphlets provided to Ms. Churchman only)

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|--|------|
| 1) 2010 Group Meeting Series (various) | 6hrs |
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H) MKJ Marketing: Erica Heuer

- | | |
|--|-------|
| 1) Improving Your Funeral Business (3/8-11/10) | 18hrs |
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I) ICCFA: Daniel Osorio

(Pamphlet provided to Ms. Churchman only)

- 1) 2010 Annual Convention & Exposition (3/10-13/10) **19hrs**

J) American Funeral Consultants: Melissa Drake

(As per direction of the Board, course approval forms for each speaker was provided)

- 1) The Changing Face of Funeral Service: Circa 2010 (1/18-21/10) **6hrs**
2) The Changing Face of Funeral Service: Circa 2010 (1/18-21/10) **3hrs**
3) The Changing Face of Funeral Service: Circa 2010 (1/18-21/10) **3hrs**

K) Regulatory Support Services Inc: Twila Dickerson

- 1) "When A Band-Aide Won't Work" (various) **3hrs**
2) "Letting the FTC Funeral Rule Work For You"(various) **3hrs**

L) Matthews International: Jay Diaz

(Courses 1-7 were previously approved)

- 1) Focus on Your Future (various) **12hrs**
2) A Fresh Look At The Future Seminar (various) **8hrs**
3) 90 Minute Miracle/ Hardwood Product Knowledge....(various) **3hrs**
4) Cremation (various) **2hrs**
5) Ethics of Funeral Arrangement (various) **2hrs**
6) Hardwood Casket Construction & Plant tour (various) **2hr**
7) Focus On your Future-Half Day **3.5hrs**
8) The Rearrangement Process (various) **3.5hrs**

M) Funeral Director of Essex, Union and W. Hudson Counties: Edith Churchman

- 1) Star Ledger Obituary Placement Policy (1/28/10) **1hr**

N) National Funeral Directors Association: Kathleen Walczak

(Courses 1-17 are new, courses 18 to 43 were previously approved)

(Course description provided to Ms. Churchman & Mr. Brown Only)

1) 100 Ways To Motivate Others (home study)	10hrs
2) Boom! 7 Choices for Blowing the Doors OFF...(home study)	10hrs
3) Cry Until You Laugh: Comforting Guidance... (home study)	10hrs
4) Think Like A Marketer (home study)	10hrs
5) Understanding Your Suicide Grief (home study)	10hrs
6) Capitalizing On Kindness: Why 21st Century.... (home study)	10hrs
7) Building Customer loyalty From The Inside Out (home study)	10hrs
8) The Eight Building Blocks For Creating A Sustainable...(home study)	10hrs
9) Creating Meaningful Funeral Experience (home study)	10hrs
10) Does Formaldehyde Cause Cancer?... (home study)	4hrs
11) Ethical Thinking In Today's World (home study)	4hrs
12) FTC Funeral Rule Staff Training (home study)	4hrs
13) GPL Packages-Doing Them Right (home study)	4hrs
14) Prepare For the New Employment Regulations (home study)	4hrs
15) With The Push to Cremate: 5 Reasons... (home study)	4hrs
16) Tips for Marketing A Pet Death Care Business (home study)	4hrs
17) Setting Up and Controlling Your Cemetery ... (home study)	4hrs
18) Ethnic Variations.... (home study)	10hrs
19) Funeral Home Customer Service A-Z (home study)	10hrs
20) The Hands-Off Manager:.... (home study)	10hrs
21) Healing the Adult Child's Grieving Heart (home study)	10hrs
22) Healing the Child's Grieving Heart (home study)	10hrs
23) Healing the Friends's Grieving Heart (home study)	10hrs
24) Healing the Teen's Grieving Heart (home study)	10hrs
25) Healing the Your Grieving Heart (home study)	10hrs
26) Healing Your Holiday Grief.... (home study)	10hrs
27) Prescriptions for a Healthy Family Business (home study)	10hrs
28) When All The Friends Have Gone (home study)	10hrs
29) Winning Ways: The Funeral Profession's.. (home study)	10hrs
30) Customer Service in an Instant (home study)	10hrs
31) Traversing the Minefield:... (home study)	10hrs

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32) Body preparation and Practices.... (home study)	4hrs
33) Creating The Ultimate Funeral Experience... (home study)	4hrs
34) Hispanic Funerals: Need-to-Know Insights (home study)	4hrs
35) If Your Buying or Selling a Funeral Home... (home study)	4hrs
36) The Internet vs. Your Funeral Home:... (home study)	4hrs
37) Avoiding Sexual Harassment Suits (home study)	4hrs
38) The Art of Facial Reconstruction (home study)	4hrs
39) Embalming Difficult Cases... (home study)	10hrs
40) FTC Compliance: Handling The GPL.. (home study)	4hrs
41) Restorative Arts: An Artist Perspective (home study)	4hrs
42) Your Professional Image (home study)	4hrs
43) Legendary Service at the Ritz-Carlton:... (home study)	4hrs

O) New Jersey Funeral Service Education Corp: Emily Moscetti

1) 2010 Mandatory OSHA Employee Training (5/18,19 & 25/10)	2hrs
2) Protecting Your Business From Prep-Room..(4/8/10)	2hrs

P) National Funeral Directors Association: Kathleen Walczak

1) What Your Cremation Customer REALLY Want! (2/17/10)	1hr
2) How To Leverage Internet Marketing To Attract... (2/17/10)	1hr
3) E-Commerce And The Cremation Customer:... (2/17/10)	1hr
4) How Social Are you? (2/17/10)	.50hr
5) Community Outreach: Standing Out In The Crowd (2/17/10)	1hr
6) The Cremation Phone Shopper And How To Use... (2/17/10)	1hr
7) What Is Your GRASP on Cremation Consumers? (2/18/10)	3hrs
8) Marketing And Memorialization: Easy Solution To...(2/18/10)	1hr
9) Cremation Litigation Prevention: How To Keep From... (2/19/10)	1hr
10) Generation Speak! (2/19/10)	1hr
11) Continuing The Relationship-You're Not Done Yet! (2/19/10)	2hrs

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The committee reported that section C) Matthews International number 1) was approved and needs to provide the Board with the date the course will be held; section L) Matthews International number 1) was approved for 12 hours only, number 3) was approved for 3 hours only, number 4) was approved for 3 hours only and number 8) was not approved the Board has requested additional information; section N) National Funeral Directors Association, numbers 5, 16 and 17 were not approved; numbers 18 - 43 were previously approved and the Board is requesting to see the books for courses 1 - 17. On motion made by Mr. Lombardi, seconded by Mr. Radzieta, the Board determined to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

New Jersey Cemetery Board Public Session Agenda for January 7, 2010. This was for the Board's information only.

Michael Paskas, obituary notice appeared in the January 6, 2010, edition of the Star Ledger. This was for the Board's information only.

Newsletter from the End of Life Insights, January edition. This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

#09-19 William Robinson Consent Order was filed with the Board on January 26, 2010. Mr. Robinson was reprimanded for professional misconduct, ordered to cease and desist failing to file "Report of Monthly Embalmments and Funerals" form for any interns he supervised and assessed civil penalty of \$2,000.00.

#05-30 John Gorny Consent Order was filed with the Board on January 5, 2010 suspending his license for one year, the entire period is stayed and is to be served as a period of probation. The Board had opened this matter after Mr. Gorny pled guilty to 18 U.S.C§ 1341, 1346 and 2 (Honest Services Mail Fraud).

#05-85 A Final Order of Discipline was filed with the Board on January 5, 2010 for John E. Gleason suspending his license for a minimum of seven years. The Order was based upon his conviction, acts of moral turpitude and continued alcohol an substance.

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#09-48 Krowicki McCracken Funeral Home, Linden, Mgr, Jacob Krowicki Jr., paid the penalty of \$350.00 for violation of **16 C.F.R. § 453.3 (c) (2)** and **N.J.A.C.13:36-9.11 (b)** on December 26, 2009. This was for the Board's information only.

ITEMS FOR DISCUSSION

Wilson Beebe, Executive Director of the NJ State Funeral Directors Association, has requested a meeting with members of the Board and the NJSFDA Legislative and Law Committee to discuss proposals for rule making. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board determined to move this matter to executive session for legal advice. On motion made by Mr. Stellato, seconded by Mr. Radzieta, the Board determined to go back into open session. All voted in favor of the motion. The Board determined to schedule a committee meeting and invite Mr. Beebe to attend on March 23, 2010. The Board also determined that when there is a change in ownership and a new registration is issued, the funeral home must return the old registration to the Board office within ten days upon receipt of the new registration.

PUBLIC COMMENT

None.

EXECUTIVE SESSION - 10:00 A.M. On motion made by Mr. Lombardi, seconded 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