

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
SOMERSET ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, FEBRUARY 3, 2009
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>
OPEN SESSION MEETING MINUTES**

ATTENDANCE

Louis J. Stellato Jr, Ph.D, President
Richard J. Galante, Secretary (arrived at 9:55 A.M.)
Thomas C. Brown
Edith C. Churchman, Ph.D., CFSP
Wendy Hilliard
Marius Lombardi (Government Member)
Curtis S. Macysyn (Public Member)(arrived 9:45 A.M.)
Richard McCriskin
Bayode Olabisi (arrived at 10:00 A.M.)
John Radzieta
Lloyd Wimberg
Ana Zevallos (arrived at 9:40 A.M.)

ABSENT

Philip Scheps (Public Member)

ALSO ATTENDING

William Mandeville, Executive Director
Jodi Krugman, 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 6, 2009.

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

EXECUTIVE DIRECTOR'S REPORT

Mr. Mandeville reported that the total number of complaints received in January were 1 and the total for 2009 is 1.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, March 3, 2009 in the Monmouth Conference Room, 7th floor.

Mr. Mandeville welcomed the new members to the Board. Mr. Stellato sworn in the new members.

Mr. Mandeville reported that the Jurisprudence Examination has been scheduled for Friday, February 20, 2009, at Mercer County Community College.

Mr. Mandeville reported that all renewal letter were mailed to all licensees.

INTERN REGISTRATIONS

Raymond Bassford, Quinn-Hopping Funeral Home
Jessica Buccafusco, Spotswood Funeral Home
Donald Cymbor, Bayonne Memorial Home
Evan Everett, M. William Murphy Inc.
Jada Fulmore, Carnie Bragg Funeral Home
Craig Johnson, Campbell Funeral Chapel
Jonathan Krempecki, Mc Cracken Funeral Home
Felicia Smith, Jackson Funeral Home

This was for the Board's information only.

NEW LICENSEES

Lauren Bowser Licensed by Application

This was for the Board's information only.

NEW INSTALLATIONS

None.

On motion made by Mr. Lombardi, seconded by Mr. Brown, the Board determined to go into executive session for DAG Doreen Hafner to discuss the Stephen K. Finley matter.

On motion made by Mr. Brown, seconded by Mr. Lombardi, the Board determined to go back into Open Session. All voted in favor of the motion.

CONTINUING EDUCATION

A) Matthews Casket Division: Jay Diaz

- 1) Focus on Your Future (05/06-07/09) 12hrs
- 2) A Fresh Look at the Future Seminar (various) 8hrs
- 3) 90 Minute Miracle (4/30/09) 3hrs
- 4) Cremation (3/31/09) 2hrs
- 5) The Ethics of Funeral Arrangement (3/31/09) 2hrs

6) Hardwood Casket Construction & Plant Tour (5/6/09) 2hrs

B) Epsilon Nu delta Mortuary Fraternity Inc: Edith Churchman

- 1) Funeral Ethics (2/27/09) 1hr
- 2) OSHA Update (2/27/09) 1hr

C) SCI Management-Dignity University: Valarie Miller

- 1) Back Safety (online) 1hr
- 2) Bloodborne Pathogens (online) 1hr

- 3) Cremation Consumer (online) 1.5hrs
 - 4) Fire Safety (online) 1hr
 - 5) Formaldehyde Monitoring (online) 1hr
 - 6) FTC- Funeral Rule (online) 2hrs
 - 7) Hazard Communication (online) 1hr
 - 8) Lockout/Tagout (online) 1hr
 - 9) Office Safety (online) 1hr
 - 10) Respiratory Protection (online) 1hr
 - 11) Managing for Excellence (online) 8hrs
 - 12) Supervisory Development Program -Module1 (online) 4hrs
 - 13) Supervisory Development Program -Module2 (online) 4hr
 - 14) Supervisory Development Program -Module 3 (online) 4hrs
 - 15) Supervisory Development Program -Module 4 (online) 4hrs
 - 16) Supervisory Development Program -Module 5 (online) 4hrs
 - 17) Supervisory Development Program -Module 6 (online) 4hrs
 - 18) Supervisory Development Program -Module 7 (online) 4hrs
 - 19) Avoiding Litigation (online) 1hr
 - 20) Complaint Resolution (online) 1hr
 - 21) Cremation Theory (online) 2hrs
 - 22) Effective Communication Skills (online) 1.5hrs
 - 23) Jewish Funeral Traditions (online) 1hr
 - 24) Securing Payment on At need Funeral Accounts (online) 1hr
 - 25) Workplace Diversity (online) 1.5hrs
 - 26) Workplace Harassment (online) 2hrs
- D) FuneralCE: Bonnie Williams
- 1) Effective and Ethical Communication... (on-going) 6hrs
 - 2) Maximizing Integrity in Decisions with Seniors (on-going) 6hrs
 - 3) Ethics of Making Funeral Arrangements (on-going) 3hrs

- 4) The Funeral Rule (on-going) 2hrs
- 5) Goal Setting in the Funeral Industry (on-going) 2hrs
- 6) History of Preserving Human Remains (on-going) 1hr
- 7) Basic Funeral Customs (on-going) 2hrs
- 8) Bloodborne Pathogens (on-going) 3hrs
- 9) Decision Making in the Funeral Industry (on-going) 2hrs
- 10) Funeral Customs with Military Honors (on-going) 3hrs
- 11) HIV/AIDS (on-going) 1hr
- 12) OSHA Workplace Rights (on-going) 2hrs
- 13) Personalization in the Funeral Industry (on-going) 4hrs
- 14) Rational Thinking (on-going) 1hr
- 15) Stillborn Support (on-going) 1hr
- 16) Targeting Your Primary Markets ... (on-going) 2hrs
- 17) Understanding the At-need Consumer (on-going) 2hrs
- 18) Working with Difficult People... (on-going) 1hr

E) National Funeral Directors Association: Kathleen Walczak

- 1) Adaptive Strategies of Successful Funeral Homes (4/18/09) 2hrs
- 2) Round Table Discussions (4/18/09) 3hrs
- 3) Contemporary Mortuary Cosmetology (4/19/09) 2hrs
- 4) Suicide: What You Need to Know (4/19/09) 2hrs
- 5) Social Media: How the Newest Communication.... (4/19/09) 2hrs
- 6) Just the F.A.C.T.S.: (3/26/09) 1hr

F) The Funeral Director's Assoc. Of Essex, Union & W. Hudson: Edith Churchman

- 1) Autopsy Practice..... (3/26/09) 1hr
- 2) After the Gift (1/22/09) 1hr

G) Mark Samuel Ross, Esq.: Mark Ross

- 1) Annual OSHA Training 2009 (TBD) 2hrs
- 2) Annual OSHA Training 2010 (TBD) 2hrs
- 3) Understanding The Probate Process... (TBD) 2hrs

- 4) Complying with The FTC Funeral Rule (TBD) 2hrs
- 5) Privacy And The Funeral Home (TBD) 2hrs
- 6) Trends & Issues In Funeral Service (TBD) 2hrs
- 7) Work First New Jersey... (TBD) 2hrs
- 8) The New Jersey Pre -Need Rules & Regulations (TBD) 2hrs
- 9) Liability And the Funeral Home... (TBD) 2hrs
- 10) Towards A Code of Ethic For Funeral Service (TBD) 2hrs
- 11) The Knowledge Based Funeral... (TBD) 2hrs

H) National Funeral Directors Association: Kathleen Walczak

- 1) Creating Meaningful Funeral Experience (online) 5 hrs
- 2) Don't Take the Last Donut...(online) 5 hrs
- 3) Ethnic Variations.... (online) 5 hrs
- 4) FatherLoss: How Sons of all ages Come to Terms (online) 5 hrs
- 5) Free Publicity: The Secret (online) 5 hrs
- 6) Funeral Home Customer Service A-Z (online) 5 hrs
- 7) The Hands-Off Manager:.... (online) 5 hrs
- 8) Healing the Adult Child's Grieving Heart (online) 5 hrs
- 9) Healing the Child's Grieving Heart (online) 5 hrs
- 10) Healing the Friends's Grieving Heart (online) 5 hrs
- 11) Healing the Teen's Grieving Heart (online) 5 hrs
- 12) Healing the Your Grieving Heart (online) 5 hrs
- 13) Healing Your Holiday Grief.... (online) 5 hrs
- 14) Prescriptions for a Healthy Family Business (online) 5 hrs
- 15) When All The Friends Have Gone (online) 5 hrs
- 16) When Men Grieve (online) 5 hrs
- 17) Winning Ways: The Funeral Profession's.. (online) 5 hrs
- 18) Customer Service in an Instant (online) 8hrs
- 19) Grave Matters: A Journey... (online) 6 hrs

- 20) Traversing the Minefield:... (online) 6 hrs
- 21) When Your Pet Dies:... (online) 8hrs
- 22) Behavioral Style Selling:... (online) 4hrs
- 23) Body preparation and Practices.... (online) 4hrs
- 24) The Changing Face of Death:... (online) 4hrs
- 25) Creating The Ultimate Funeral Experience... (online) 4hrs
- 26) Cremation Due Diligence:.... (online) 4hrs
- 27) Do Consumers Really Want a One Stop Shop?... (online) 4hrs
- 28) Legendary Service at the Ritz-Carlton:...(online) 4hrs
- 29) Military Funeral Honors.... (online) 4hrs
- 30) Myths of Grief:.... (online) 4hrs
- 31) The Pandemic Avian Flu...(online) 4hrs
- 32) Potential Legal Issues... (online) 4hrs
- 33) Reinvent Your Cremation Arrangements (online) 4hrs
- 34) Setting Up and Controlling Your Cemetery ... (online) 4hrs
- 35) What Weddings Teach Funerals... (online) 4hrs
- 36) You Need Hospice and Hospice Needs You (online) 4hrs
- 37) FTC Compliance Update 2008 (online) 4hr
- 38) The Future of Funeral Service... (online) 4hrs
- 39) Hispanic Funerals: Need to Know Insight (online) 4hrs
- 40) If Your Buying or Selling a Funeral Home... (online) 4hrs
- 41) The Internet vs. Your Funeral Home:... (online) 4hrs
- 42) I Just Don't Understand Them:.... (online) 4hrs
- 43) Preneed Ethic in Demanding Times (online) 4hrs
- 44) Secrets of Cremation Profitability Revealed (online) 4hrs
- 45) Tips for Marketing A Pet Death Care Business (online) 4hrs
- 46) What to Do When Families Say... (online) 4hrs
- 47) Avoiding Sexual Harassment Suits (online) 4hrs
- 48) The Art of Facial Reconstruction (online) 4hrs

- 49) Embalming Difficult Cases... (online) 5hrs
- 50) FTC Compliance:.... (online) 4hrs
- 51) Restorative Arts: An Artist Perspective (online) 4hrs
- 52) Your Professional Image (online) 4hrs
- I) Hospice Foundation of America: Chester Velasco
 - 1) Living With Grief: Children and Adolescents (4/29/09) 3hrs
- J) New Jersey Funeral Service Education Corp: Emily Moscetti
 - 1) Organ & Tissue Donation From Multiple... (3/26/09 & 4/7/09) 3.5hrs
 - 2) 2009 Mandatory OSHA Employee Training (5/13,19,21/09) 3hrs
- K) International Cemetery and Funeral Association: Daniel Osorio
 - 1) 2009 ICCFA Annual Convention & Exposition (4/20-23/09) 15hrs

The committee reported that section A) Matthews Casket Division, number 1 was approved for 12 hours, number 3 was approved for 3 hours and number 4 was approved for 2 hours; section C) SCI Management-Dignity University, number 19 was approved for 1 hour, section D) Funeral CE, number 1 was approved for 6 hours and number 2 was approved for 6 hours; section H) National Funeral Directors, numbers 1 - 18 was approved for 5 hours each and number 19 and 20 were approved for 6 hours each, numbers 33 - 45 were not approved, number 49 was approved for 5 hours only; section K) International Cemetery and Funeral Associations, number 1 was approved for 15 hours only. On motion made by Mr. Macysyn, seconded by Ms. Zevallos, determined to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

NJ Cemetery Board Public Session Agenda for January 8, 2009. This was for the Board's information only.

Mildred Damiano, obituary notice which appeared in the December 11, 2008 edition of the Star Ledger. This was for the Board's information only.

Lester Bragg Jr, obituary notice which appeared in the December 11, 2008 edition of the Star Ledger. This was for the Board's information only.

William Bradley, obituary notice which appeared in the December 27, 2008 edition of the Star Ledger. This was for the Board's information only.

Robert Clark, obituary notice which appeared in the December 28, 2008 edition of the Star Ledger. This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

#08-76 Failla Memorial Home, Hoboken, Mgr, John Mc Knight, paid the penalty of \$800.00 for violation of N.J.S.A. 26:6-6 on December 8, 2008. This was for the Board's information only.

ITEMS FOR DISCUSSION

None.

EXECUTIVE SESSION - 10:20 A.M. On motion made by Mr. Macysyn, seconded by Mr. Lombardi, 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. Dated
Secretary