

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6th FLOOR
9:30 A.M., TUESDAY, FEBRUARY 3, 2015
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>**

OPEN SESSION MEETING MINUTES

ATTENDANCE

James J. Marrocco, President
Charles F. Bechtold
Garrett C. Jones
Bayode Olabisi (Public Member)
John Radzieta Sr.
Lloyd Wimberg (left at 10:35 A.M)

ABSENT

Thomas M. Keiser, Jr., Secretary - Excused
Thomas E. Day - Excused
Curtis S. Macysyn (Public Member) - Excused
Anthony J. Papavero Jr.

ALSO ATTENDING

Khaled Madin, Acting Executive Director
John Hugelmeyer, Deputy Attorney General
Sabrina Dwight, Administrative Assistant
Cynthia Khalil, Principal Clerk Transcriber

APPROVAL OF MINUTES

New Jersey State Board of Mortuary Science Open Minutes for January 6, 2015. 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.

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NEW INSTALLATIONS

A) Lowenstein-Saraceno Funeral Home, Galloway, Mgr., Claudia Saraceno

This was for the Board's information only.

CONTINUING EDUCATION

(Approved courses are found on the state website www.njconsumeraffairs.gov/mort under the licensee tab)

A) Graystone Associates, Inc.: Megan Flores

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| 1) Funeral Director Skills 2 (TBD) | 7hrs |
| 2) Exceptional Value (TBD) | 7hrs |
| 3) Summit 2015 (2/9-13/15) | 15hrs |

B) Samaritan Healthcare & Hospice: Christine Corti

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|--|--------|
| 1) Better Informed, Better Able to Serve.....(TBD) | 1.5hrs |
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C) Kyle Ledford Sr: Kyle Ledford

- | | |
|---|-----|
| 1) Training & Maintaining An Efficient &.....(6/16/815) | 0hr |
| 2) Operation Funeral Home (6/16/15) | 0hr |
| 3) Professionalism: Are You Prepared to Be Recruited (2/9/15) | 0hr |

D) Selected Independent Funeral Homes: Amy Hunt

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| 1) 2015 Spring Management Summit (4/29/15) | 5.5hrs |
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E) National Funeral Director Association: Kathleen Walczak

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| 1) Can Your Funeral Home Pass OSHA Scrutiny.....(webinar) | 1.5hrs |
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F) Stericycle: Richard Best

(Additional information provided to Chairman Bechtold only)

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|---|------------|
| 1) OSHA Pathogens Training (various) | 1hr |
| 2) Hazard Communication Awareness Training (various) | 1hr |
| 3) Formaldehyde Awareness Training (various) | 1hr |
| 4) Respiratory Protection Awareness Training (various) | 1hr |
| 5) Tuberculosis Awareness Training (various) | 1hr |
| 6) Biohazardous Waste Training (various) | 1hr |
| 7) DOT Hazardous Material Training (various) | 1hr |

G) Apex Continuing Education Solutions: R.J. Portelli

(Additional information provided to Chairman Bechtold only)

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| 1) OSHA Essentials (self study) | 3hrs |
| 2) Understanding HIV and AIDS (self study) | 2hrs |
| 3) Telephone Inquiry Manual for Funeral Homes (self study) | 1hr |
| 4) Sexual Harassment in the Workplace (self study) | 0hrs |
| 5) Restoration of a Tissue Donor (self study) | 3hrs |
| 6) Infant Embalming Techniques (self study) | 3hrs |
| 7) A Brief History of Burial & Preservation Practice (self study) | 3hrs |
| 8) Green Burial 101 (self study) | 2hrs |
| 9) Understanding Grief (self study) | 3hrs |
| 10) Funeral Director and Organ & Tissue Donation (self study) | 2hrs |
| 11) The FTC Funeral Rule (self study) | 3hrs |
| 12) Creative Marketing Ideas For Funeral Homes (self study) | 1hr |
| 13) Working With Difficult People in Conflict (self study) | 2hrs |
| 14) Funeral Rituals and Mental Health (self study) | 4hrs |

H) National Funeral Directors & Morticians Association: Cornell Robinson -Carroll

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|--|-------------|
| 1) On the Banks of the River:.....(4/19/15) | 0hrs |
| 2) Leadership: Are Your Ready? (4/19/15) | 1hr |
| 3) OSHA & FTC: Get The Facts (4/19/15) | 2hrs |
| 4) Organ & Tissue Donations: How Does It Affect.....(4/21/15) | 1hr |
| 5) A Symposium: Embalming the Organ &(4/21/15) | 2hrs |

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**I) National Funeral Director Association: Kathleen Walczak
(Additional information provided to Chairman Bechtold only)**

1) 2015 NFDA Home Study Courses (various) 1hr

**J) International Cemetery & Funeral Association: Daniel Osorio
(Additional information provided to Chairman Bechtold only)**

1) 2015 ICCFA Annual Convention & Exposition (4/8-11/15) 0hr

K) National Funeral Director Association: Kathleen Walczak

1) Diversity Awareness: Exploring The Positive Nature.....(3/12/15) 0hr

L) Epsilon Nu Delta Mortuary, Inc.: Shun Newbern

**1) Evolving Funeral Service:.....(4/25/15) 1hr
2) The Embalmer as a Preceptor/Instructor (4/25/15) 1hr
3) Embalming Opportunities Turning....(4/25/15) 1hr
4) Your Service, Your Brand (4/21/15) 1hr**

The committee reported that section C) Kyle Ledford was not approved; section D) Selected Independent Funeral Homes was approved for 5.5 hours only, the Human Resources 2.0 section was not approved; section G) Apex Continuing Education Solutions, number 4 was not approved; section H) National Funeral Directors & Morticians Association, number 1 was not approved; section I) National Funeral Director Association was not approved, the Cremation liability protection for funeral homes section was approved for one (1) hour only; section J) International Cemetery & Funeral Association was not approved; section K) National Funeral Director Association was not approved. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board voted to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Fred Fiore Jr., informed the Board that he inadvertently answered “yes” when completing the license renewal application, in regards to any suspension, revocation, surrender or other action taking against the professional license. This was for the Board’s information only.

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Toni Ford provided the Board with a letter of explanation for mistakenly answering a question incorrectly on the license renewal application, pertaining to having any suspension, revocation, surrender or other action taking against the professional license. This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

Stephen Finley Consent Order was filed with the Board on December 29, 2014. This was for the Board's information only.

#14-40 Robert Knott, manager of the Knott's Colonial Funeral Home, paid the penalty of \$3,500.00 for the violation of N.J.A.C.13:36-4.1 (a) (b) on January 19, 2015. This was for the Board's information only.

ITEMS FOR DISCUSSION

Open discussion of P.L.2013, chapter 182, which is titled Applicability; renewals; reinstatements.

EXECUTIVE SESSION - 10:10 A.M. On motion made by Mt. Radzieta, seconded by Mr. Olabisi, the Board voted to go into executive session to discuss consumer complaints and/or conduct investigative inquiries. The results of these deliberations will be made known if the Board determines disciplinary or other law enforcement action is necessary. 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 M. Keiser, Jr.
Secretary

Dated

