

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, FEBRUARY 4, 2014
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>**

OPEN SESSION MEETING MINUTES

ATTENDANCE

John Radzieta Sr., President
James J. Marrocco, Secretary
Charles F. Bechtold
Thomas E. Day
Thomas M. Keiser, Jr.
Bayode Olabisi (Public Member)
Lloyd Wimberg

ABSENT

William Mandeville, Executive Director
Curtis S. Macysyn (Public Member)
Anthony J. Papavero Jr.
Ana Zevallos

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 4, 2014. On motion made by Mr. Wimberg, seconded by Mr. Day, the Board voted to accept the minutes as read. All voted in favor of the motion.

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EXECUTIVE DIRECTOR'S REPORT

Mr. Madin reported that the total number of complaints received in January are 4 and the total for 2014 are 4.

Mr. Madin reported that the next regular Board meeting has been scheduled for Tuesday, March 4, 2014 in the Hudson Conference Room, 6th floor.

Mr. Madin reported that 12 Candidates are registered for the February 21, 2014 Jurisprudence Examination.

Mr. Madin reported that 55 Wall certificates were mailed to candidates that were licensed from October 2012 to November 25, 2013.

Mr. Madin reported that Mr. William Mandeville will not be returning and will be retiring effective April 1, 2014 .

Mr. Madin informed the Board that during inclement weather to call the hotline at 973-424-8140.

INTERN REGISTRATIONS

Mia Cardi, Falco Caruso & Leonard Funeral Home

This was for the Board's information only.

NEW LICENSEES

Karen Lamb	Licensed by Application
Dana Pilipiak	Licensed by Application

*Licensed by Application for 2014:*2

*Licensed by Credentials for 2014:*0

This was for the Board's information only.

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NEW INSTALLATIONS

Amboy Funeral Home, South Amboy, Mgr., Steven Stankovits
Gutterman Bros., Funeral Directors, Jersey City, Mgr., Lawrence Gutterman
Islamic Burial Services, LLC, Newark, Mgr., Hawwah Karim-Smith
May Funeral Home, Sicklerville, Mgr., Thomas E. May
Michalski Funeral Home, Jersey City, Mgr., Stanley Bonczek
Smith Funeral Home, Mantua, Mgr., Daniel Smith Sr.

This was for the Board's information only.

CONTINUING EDUCATION

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

A) Epsilon Nu Delta Mortuary Fraternity, Inc.: Shun Newbern

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| 1) Difficult Embalming: General Restorative....(3/10/14) | 2hrs |
| 2) Customer Service: From Good to Great (3/10/14) | 1hr |
| 3) The Art of The Apology (3/10/14) | 1hr |
| 4) Social Media Friend or Foe to Funeral Service (3/10/14) | 1hr |
| 5) The Lost Art of Embalming (3/10/14) | 1hr |

B) National Funeral Directors Association: Kathleen Walczak

(Additional information provided to Charles Bechtold only)

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| 1) ADA-Employer Compliance (online) | 0hrs |
| 2) Communicable Disease: Safeguarding the Funeral.....(online) | 2hrs |
| 3) Communicable Disease: What Every Funeral Home Must....(online) | 3hrs |
| 4) Conflict Management For Funeral Directors: Successful.....(online) | 4hrs |
| 5) Deathcare Marketing: 25 FAQs (online) | 6hrs |
| 6) Embalming Perspectives & Paradigms Challenged (online) | 6hrs |
| 7) Embalming Risk Management (online) | 3hrs |
| 8) Embalming the Obese Case (online) | 3hrs |
| 9) Five Ways to Improve Prep Room Ventilation.....(online) | 2hrs |
| 10) Funeral Service Ethics (online) | 2hrs |
| 11) Handling Claims, Litigation and.... (online) | 0hrs |
| 12) Learning to Be A Leader (online) | 0hrs |
| 13) Marketing A Funeral Home For Long-Term.....(online) | 3hrs |
| 14) Offering Funeral Packages In Compliance..... (online) | 3hrs |
| 15) Personnel Management in Funeral Service (online) | 0hrs |

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16) Professional Ethics In Funeral Service: NFDA's.....(online)	1hr
17) Serving Hispanic Families (online)	4hrs
18) Shoestring Marketing (online)	2hrs
19)The 4 P's Of Cremation: Policies, Procedures.....(online)	2hrs
20) The Funeral: A Chance To Touch, A Chance.....(online)	4hrs
21) Understanding A Child's Grief (online)	3hrs
22) Understanding Adult Grief: Developing..... (online)	4hrs
23) Understanding and Creating Exceptional Funeral.....(online)	3hrs
24) Understanding and Managing Grief (online)	6hrs
25) Understanding Preneed (online)	4hrs
26) Understanding the Practice of the FTC Funeral.....(online)	3hrs
27) What Matters Most: Heart's Desire In Life and Death (online)	6hrs
28) What to Do When Families Say "No Religion, Please" (online)	2hrs

C) Funeral Net: Michael Turkiewicz

1) Leveraging the Internet in 2014 (2/25-26/14)	7hrs
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D) National Funeral Directors Association: Kathleen Walczak

1) Certified Preplanning Consultant Program.....(open)	16hrs
2) Inspiring Families to Have the Talk of a Lifetime... (2/27/14)	1hr
3) Complying with the New USPS Requirements....(3/13/14)	1hr

E) International Conference of Funeral Service Examining Board: Allie Sparkman

1) Board Member Training Program (2/25-26/14)	0hrs
2) Funeral Service Administrator Forum (2/26/14)	0hrs
3) Examination Services Forum (2/26/14)	0hrs
4) "The Motivated Regulator" Presentation (2/26/14)	0hrs
5) Model Practice Act For Funeral Service Discussion (2/26/14)	0hrs
6) "Unlicensed Activity" Presentation (2/26/14)	0hrs
7) "Recent Cases & What We Need To Learn" (2/26/14)	0hrs
8) "Alkaline Hydrolysis Regulation" (2/27/14)	1hr
9) "Legislative Updates" (2/27/14)	0hrs
10) District Meetings (2/27/14)	0hrs
11) "Nurse Licensure Compact" (2/27/14)	0hrs
12) "Licensure Portability" (2/27/14)	0hrs
13) Group Exercise (2/27/14)	0hrs

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F) New Jersey Funeral Service Education Corp.: Emily Strausser

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| 1) OSHA B1: Bloodborne Pathogens & Lack of.....(3/11,19 & 25/14) | 1hr |
| 2) OSHA B2: HCHO, HazCom and Review of(3/11,19 & 25/14) | 1hr |

The committee reported that section B) National Funeral Directors Association, number 1, 11, 12 and 15 were not approved, numbers 10 and 16 were approved for credit under N.J.A.C. 13:36-10.6, but cannot be applied to N.J.A.C. 13:36-10.3 (b)2 requiring three (3) hours of in-person attendance for ethics and law courses; section E) International Conference of Funeral Service Examining Board, numbers 1 - 7, 9 - 13 were not approved. On motion made by Mr. Wimberg, seconded by Mr. Day, the Board voted to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Laura Bobbe, Trust Administrator of Choices, informs the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the relocation of the Gutterman Brothers Funeral Directors from Bayonne to Jersey City. This was for the Board's information only.

Rosalyn Browne, informed the Board of the passing of Audrey E. Jackson, former owner and funeral director of the Jackson Funeral Residence in Jersey City. This was for the Board's information only.

Frank DeBlasi Sr., informed the Board of the closure of the Affordable Basic Cremation LLC. This was for the Board's information only.

The International Conference of Funeral Service Examining Board, provided updated information for their 110th Annual meeting, scheduled for February 26-27, 2014. This was for the Board's information only.

Rayshel Campana, Forensic Morgue Supervisor, informed New Jersey licensee of a new procedure regarding the release of decedents bodies, that is being implemented at the Regional Medical Examiners Office. This was for the Board's information only.

News article titled "Family Wrong body shipped to Puerto Rico for burial". This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

13-30 Anna Louise Bongiovi, manager of the Bongiovi Funeral Home, provided a written statement for the Board's consideration of the violation of N.J.A.C. 13:36-1.9 (e). On motion made by Mr. Wimberg, seconded by Mr. Day, the board determined to rescind the uniform penalty letter and dismissed the complaint. All voted in favor of the motion.

ITEMS FOR DISCUSSION

On behalf of Theodore Ricci, Attorney Michael Karpoff, provided a motion to dismiss the complaint(s). (10-61 & 11-27) On motion made by Mr. Marrocco, seconded by Mr. Wimberg, the Board voted to go into executive session to seek advice from counsel and to discuss the case. All voted in favor of the motion. Mr. Bechtold recused himself and left the room. On motion of Mr. Marrocco, seconded by Mr. Wimberg, the Board voted to go back into open session. All voted in favor of the motion. On motion made by Mr. Olabisi, seconded by Mr. Marrocco, the Board determined that this matter is currently before the Office of Administrative Law and not before the Board pursuant to N.J.A.C. 1:1-12.7, on advice of counsel. All voted in favor of the motion.

PUBLIC COMMENT

None.

EXECUTIVE SESSION - 10:15 A.M. on motion made by Mr. Marrocco, seconded by Mr. Wimberg, 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,

James J. Marrocco,
Secretary

Dated

