

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., **TUESDAY, FEBRUARY 5, 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)
Philip Scheps (Public Member)

ABSENT

Fanny Jaramillo (Public Member)
Frederick R. Whiteley III

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 January 8, 2008.

On motion made by Mr. Lombardi, seconded by Mr. Galante, 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 January were 10 and the total for the year are 10.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, March 4, 2008 in the Hudson Conference Room, 6th floor.

Mr. Mandeville reported that the Jurisprudence Examination is scheduled for February 22, 2008 at Mercer County Community College in Trenton.

Mr. Mandeville reported that Jonathon is being transferred to the Board of Dentistry and Chiropractor Board as the Executive Director.

INTERN REGISTRATIONS

Daniel Bitecola III, Davis Hepplewhite Funeral Home
James Fontanella, Festa Memorial Funeral Home Inc.
Kerry Hall, Serenity Funeral Home, Inc.
Robert Jedziniak, Michalski Funeral Home
Richard B. Lechner, Lechner Funeral Home
Gabrielle Luludis, Brunswick Memorial Home
Lisa Polascak, Saul Funeral Home

This was for the Board's information only.

NEW LICENSEES

Megan L. Becker Licensed by Application
Jamie L. Norcross Licensed by Application
Jodie Santangelo Licensed by Application

This was for the Board's information only.

NEW INSTALLATIONS

Petrik LLC, Bogato, NJ
Davis & Wagner Funeral and Cremation Services, Woodbury NJ

This was for the Board's information only.

CONTINUING EDUCATION

A) National Funeral Directors Association: Kathleen Walczak

1) The WOW Factor: A Blue Ocean Strategy for Award Winning Customer Service- 4/11/08 3hrs

2) Pet Loss Memorial Services-4/12/08 1 hrs

3) Restorative Art-Ears to you -4/12/08 1.5hrs

4) Green Burial: The Coming Together of Rituals, Restoration and Remembrance -4/12/08 1.5hrs

5) Round Table Discussions -4/12/08

6) Managing the Multi-Generational Workforce: Best Practices to Attract, Develop and Retain Every Age Group
4/13/08 1hr

B) MKJ Marketing: Sandra Paiva

1) Pulling From the Competition 3/10-3/12 12hrs

C) Epsilon Nu Delta Mortuary Fraternity, Inc: Edith Churchman Note: These courses were previously approved
for 1 hour on January 8, 2008.

1) Alternative Embalming Solutions- 2/16/08 2hrs

2) Communication and Quality Control Methods for Embalmers -2/16/08 2hrs

D) ICCFA: Daniel Osorio

- 1) 2008 ICCFA Annual Convention & Expo- 3/26/08 18hrs
- E) New Jersey Funeral Service Education Corp: Emily Moscetti
- 1) Military Death Benefits and Entitlements -3/12/08 3hrs
- F) New Jersey Funeral Service Education Corp: Emily Moscetti
- 1) Dealing Effectively with Unacceptable Employee Behavior- 3/5/08 6hrs
- G) National Funeral Directors Association: Kathleen Walczak
- 1) 2008 Family Business Conference-3/31-4/1/-08 11hrs
- H) National Funeral Directors Association: Kathleen Walczak
- 1) Embalming, Reconstructive Surgery & Airbrushing Techniques 3/13-14/08 10hrs
- I) In-Sight Institute: Glenda Stansbury
- 1) Funeral Celebrant Training 16.5hrs
- J) In-Sight Institute: Glenda Stansbury
- 1) Celebrant Convention-5/18-20/08 10hrs
- K) Epsilon Nu Delta Mortuary Fraternity Inc: Edith Churchman
- 1) Ethics in Today's e-world -3/1/08 2hrs
- 2) Sexual Harassment 2/29/08 1hr
- 3) Helping the Literacy Development of Mortuary Personnel & Staff- 3/1/08 2hrs 4) Drug Addiction and Alcoholism in the Workplace- 2/23/08 1hr
- 5) Should you be sleeping in your prep room?-2/23/08 2hrs
- L) National Funeral Directors Association: Kathleen Walczak
- 1) ADA Employer Compliance: Title 1 of the Americans with Disabilities Act 3hrs
- 2) Communicable Diseases: What Every Funeral Home Must Know 3hrs
- 3) Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices 4hrs
- 4) Controlling Your Accounts Receivable 3hrs
- 5) Embalming the Obese Case 3hrs
- 6) Ethics in the Real World: Guidelines for Ethical Decision- Making in Funeral Service 3hrs
- 7) Funeral Home Remodeling or New Construction 3hrs
- 8) Professional Ethics in Funeral Service: NFDA'S Code of Professional Conduct 1hr

- 9) Serving Hispanic Families 4hrs
- 10) Time for Your Annual Check-up: Financial Statement and Pre Need Analysis 3hrs
- 11) Understanding a Child's Grief 3hrs
- 12) Understanding Adult Grief: Developing Ways to Help Adults On their Grief Journey 4hrs
- 13) Understanding the Practice of the FTC Funeral Rule 3hrs
- 14) Wage and Hour Laws for funeral Home Employers 3hrs
- 15) Delegating 2hrs
- 16) Essentials Skills of Communicating 2hrs
- 17) Essential Skills of Leadership 2hrs
- 18) Improving Work Habits 2hrs
- 19) Managing Complaints 2hrs
- 20) Professionalism in the Office 2hrs
- 21) Providing Performance Feedback 2hrs
- 22) Supporting Change 2hrs

M) National Funeral Directors Association: Kathleen Walczak

- 1) Certified Preplanning Consultant (CPC) Program 8-16hrs

N) Hospice Foundation of America: Chester Velasco

- 1) Living with Grief: Before and After Death 1hr
- 2) Pain Management at the End of Life: Bridging the Gap Between Knowledge and Practice 1hr
- 3) Living with Grief: Ethical Dilemmas at the End of Life 1hr
- 4) Living with Grief: Alzheimer's Disease 1hr
- 5) Coping With Public Tragedy 1hr
- 6) Living with Grief: Loss Later in Life 1hr
- 7) Caregiving and Loss: Family Needs, Professional Responses 1hr
- 8) Living with Grief: At Work, At School, At Worship 1hr
- 9) Living with Grief: Who We Are, How We Grieve 1hr
- 10) Living with Grief: When Illness is Prolonged 1hr
- 11) Living with Grief: After Sudden Loss 1hr

O) Hospice Foundation of America: Kristen Baker

1) Living With Grief: Children and Adolescents 2.5hrs

The Committee reported that section A) National Funeral Directors Association, number 2) Pet Loss Memorial Services were approved for 1 hour only, section I) In-Sight Institute, number 1) Funeral Celebrant Training was approved for 16.5 hours only. On motion made by Mr. Lombardi, seconded by Mr. Galante, the Board determined to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Jada Fulmore, request that the Board approve another extension to her internship in spite of her pregnancy . Note: On April 10, 2007 the Board approved an extension until December 31, 2007 granted that the following requirements were met: completion of intern application, mini internship, take & pass the JP exam which was offered in June and October of 2007, pass practical examination and submit copy of Rutgers transcript. On motion made by Mr. Galante, seconded by Mr. Lombardi, the Board voted to deny the request for an extension. Ms. Fulmore has to take and pass the jurisprudence examination, complete a mini internship of 25 funerals, 25 embalmings and 25 arrangements and then she can take her practical examination. All voted in favor of the motion.

New Jersey Cemetery Board Public Session Agenda for February 14, 2008 has been adjourned until March 13, 2008. This was for the Board's information only.

News article titled "Mock funerals give dearly departed' new outlook on life". This was for the Board's information only.

News article titled "Mastermind behind body-parts scheme agrees to plead guilty". This was for the Board's information only.

OPEN DISCIPLINARY MATTERS

#07-130 Valley Memorial Funeral Home, Gillette, Mgr., Craig Tuma, submitted a letter for the Board's consideration for violation N.J.A.C.13:36-4.1 (a), N.J.S.A.45:7-47, N.J.A.C.13:36-4.1 (b) and N.J.S.A.45:7-61(d) on December 27, 2007. On motion made by Mr. Galante, seconded by Mr. Lombardi, the Board determined to reduce the penalty to \$2,500.00. All voted in favor of the motion.

#07-56 & 07-60 Licensee Pamela Dabney, paid \$1,500.00 for violation of N.J.A.C. 11.16(b)and ©, N.J.A.C. 13:36-10.3(a), N.J.S.A. 45:1-21(h) and N.J.S.A. 45:1-21(b) on December 13, 2007. This was for the Board's information only.

PUBLIC COMMENT

None.

EXECUTIVE SESSION - 10:15 A.M. On motion made by Mr. Brown, seconded by Ms. Churchman, the Board determined to go in 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
Secretary

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