

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE**  
**124 HALSEY STREET, NEWARK NJ, 07101**  
**HUDSON ROOM, 6<sup>th</sup> FLOOR**  
**9:30 A.M., TUESDAY, MARCH 1, 2016**  
<http://www.njconsumeraffairs.gov/mor>

**OPEN SESSION MEETING MINUTES**

**ATTENDANCE**

James J. Marrocco, President  
Charles F. Bechtold  
Thomas E. Day  
Curtis S. Macysyn (Public Member)  
Bayode Olabisi (Public Member)  
John Radzieta Sr.

**ABSENT**

Thomas M. Keiser, Jr., Secretary-Excused  
Garrett C. Jones -Excused  
Anthony J. Papavero Jr.-Excused  
Lloyd Wimberg -Excused

**ALSO ATTENDING**

Quin Archer, Executive Director  
Meagan Goulding, 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 February 2, 2016. On motion made by Mr. Day, seconded by Mr. Bechtold, the Board voted to accept the minutes as amended. All voted in favor of the motion.

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**EXECUTIVE DIRECTOR'S REPORT**

Ms. Archer reported that the total number of complaints received in February are 4 and the total for the year are 7.

Ms. Archer reported that the next regular Board meeting has been scheduled for Tuesday, April 5, 2016, in the Hudson Conference Room, 6<sup>th</sup> floor.

Ms. Archer reported that fifteen (15) Candidates registered for the February 19, 2016 Jurisprudence Examination held at Mercer County Community College.

Regulation Analyst, Rachel Glasgow, arrived at 9:30 a.m. to discuss the adoption of N.J.A.C.13:36-5.6(a) and 10.3(b)4. On motion made by Mr. Bechtold, seconded by Mr. Olabisi, the Board voted to adopt the two regulations.

**INTERN REGISTRATIONS**

Aaron Cowan, Radzieta Funeral Home  
Alanna Henry, Mikal's Funeral Parlor, LLC  
James Jacob, Alloway Funeral Home  
Andrew Schwartz, Michael Hegarty & John Vincent Scalia Home for Funerals & CS  
Chelsea Walker, Barrett Funeral Home

*Intern registration for 2016:*9

This was for the Board's information.

**NEW LICENSEES**

None.

*Licensed by Application for 2016:*4

*Licensed by Credentials for 2016:*0

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**NEW INSTALLATIONS**

Gaskill Brown Funeral Home & Cremation Services, LLC, Merchantville,  
Mgr., Matthew Gaskill

Lawson Funeral Home & Cremation Services, LLC, Long Branch,  
Mgr., Steven Lawson

Lombardi Funeral Home, Caldwell, Mgr., Marius Lombardi

*New Installation received in January/February: 3                      Total for 2016: 6*

This was for the Board's information

**CONTINUING EDUCATION**

*(Approved courses are found on the state website [www.njconsumeraffairs.gov/mort](http://www.njconsumeraffairs.gov/mort) under the licensee tab)*

**A) Morris County Funeral Director's Association: Mark Connor**

(Additional information provided to Chairman Bechtold)

- 1) "Morris County Office of the Surrogate Discussing Issues Surrounding Death and Probate".....(2/2/16) **1hr**

**B) American Academy McAllister Institute of Funeral Service: Brian Kasler**

- 1) Reading the Compass of Today's Consumers.....(4/30/16) **1hr**
- 2) Charting the Course to Your Online Success:.....(4/30/16) **1hr**
- 3) Sailing the Seas of the Social Media World:.... (4/30/16) **1hr**
- 4) Mapping Out Your Cremation Strategy:.....(4/30/16) **1hr**
- 5) OSHA Annual Compliance Guidance..... (4/30/16) **2hrs**
- 6) Walking Through a Minefield Barefoot:....(4/30/16) **1hr**
- 7) Breaking Bad: Attitudes and Ethics.....(4/30/16) **1hr**
- 8) How Knowledge of Death and Dying...(4/30/16) **2hrs**
- 9) Capturing the Cremation Shopper (4/30/16) **2hrs**
- 10) Making Sure Your Funeral Home is Complying.....(4/30/16) **2hrs**
- 11) Common Missteps Made by Funeral Homes.....(4/30/16) **1hr**
- 12) The Intersection of Law and Ethics.....(4/30/16) **1hr**

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**C) National Funeral Directors Association: Jackie Lindberg**

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| 1) Leading the Conversation: Connecting.....(4/9/16)        | <b>1hr</b>    |
| 2) Community & Family Engagement:....(4/9/16)               | <b>1.5hrs</b> |
| 3) Roundtable Discussions: Funeral Service Topics (4/9/16)  | <b>2hrs</b>   |
| 4) Seeing is Believing: Facial Reconstruction.....(4/10/16) | <b>1.5hrs</b> |
| 5) Win/Win Thinking in a Win/Lose Market (4/10/16)          | <b>1.5hrs</b> |
| 6) Peaks, Pitfalls, and Parades, Oh My! (4/10/16)           | <b>1.5hrs</b> |

**D) Selected Independent Funeral Homes: Amy Hunt**

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| 1) 2016 Spring Management Summit (4/27-29/16) | <b>7.5hrs</b> |
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**E) International Order of the Golden Rule: Jessica A. Smith**

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| 1) 2016 Annual Conference & Supplier Showcase (4/28-30/16) | <b>8.5hrs</b> |
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**F) Epsilon Nu Delta Mortuary Fraternity, Inc.: Shun Newbern**

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| 1) Pediatric Embalming Treatment (3/30/16)                  | <b>1hr</b> |
| 2) The Lost Art of Embalming (3/30/16)                      | <b>1hr</b> |
| 3) Embalming Opportunities: Turning the Worst.... (3/30/16) | <b>1hr</b> |

**G) New Jersey Funeral Service Education Corp: Adam Guziejewski**

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| 1) Management & Ownership OSHA Paperwork..... (4/27/16) | <b>1hr</b> |
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**H) National Funeral Directors Association: Jackie Lindberg**

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| 1) NFDA Webinar: Focus on OSHA: Hazard.... (4/7/16) | <b>2hrs</b> |
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The committee reported that section A) Morris County Funeral Director's Association was a clerical error. The program was Morris County Office of the Surrogate Discussing Issues Surrounding Death and Probate; section E) International Order of the Golden Rule was approved for 8.5 hours only. On motion made by Mr. Radzieta, seconded by Mr. Olabisi, the Board voted to accept the committee report as read. All voted in favor of the motion.

**CORRESPONDENCE**

Linda Van Arsdale, Trust Project Manager of Choices, informs the Board that they were authorized to prepare the notification letters to the purchasers of records, regarding the change of Ownership for the Scarpa Funeral Home, North Plainfield. This was for the Board's information only.

Linda Van Arsdale, Trust Project Manager of Choices, informs the Board that they were authorized to prepare the notification letters to the purchasers of records, regarding the closing of the Chambers D'Errico Correnti Funeral Home, Trenton. This was for the Board's information only.

Lauren Thomas, Member Service Manager of the Conference, provided the Board with detailed information of the nominees, for the election that will be held on February 25, 2016. This was for the Board's information only.

Edith Churchman, informed the Board that she answered incorrectly, when completing the registration renewal application, regarding being arrested, charged or convicted of any crime or offense since the last renewal or initial renewal. This was for the Board's information only.

Licensee Raymond Accolla, is requesting a waiver of the continuing education requirements, due to medical treatment. On motion made by Mr. Bechtold, seconded by Mr. Radzieta, the Board determined to request the previous documentation that was submitted to the Board three (3) months ago. All voted in favor of the motion.

News article titled "Funeral home manager gets jail in 1.4M check scheme, report says". The Board inquired about the Funeral Home being properly closed. Also, to check the pre-need status and if there were Choices accounts or any other vehicle used.

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**OPEN DISCIPLINARY MATTERS**

#15-42 Frederick Whiteley, Manager of the Horizon Funeral & Cremation Services, paid the penalty of \$2,500.00 for the violation N.J.A.C. 13:36-5.12 (I) on February 5, 2016. This was for the Board's information only.

#16-06 William Sray provided a written statement for the Board's consideration in response to the Board's Uniform Penalty Letter alleging violations of N.J.S.A. 45:7-72.1 and N.J.A.C. 13:36-10.3. Following a careful review of Mr. Sray's statement, the Board voted to sustain the preliminary determinations contained in the Board's Uniform Penalty Letter as Mr. Sray maintains an active license.

**ITEMS FOR DISCUSSION**

None.

**GENERAL QUESTION FROM THE PUBLIC**

Would a potential intern be denied an internship for disclosing his or her HIV diagnosis on the intern application? The Board discussed the matter and acknowledged that one cannot be denied a license or internship due to his or her HIV status.

**PUBLIC COMMENT**

Jeff VanderPlatt previously submitted a letter to the Board regarding how to disclose credit card fees. Members of the public also spoke including Adam Guziejewski, NJSFDA who stated that the disclosure of credit card fees was not something the Board regulates and Mark Ross who stated that he believes its not a cash disbursement or professional services and to disclose it on the business contract. The Board discussed that the credit card fee is a payment term and would belong in the payment contract executed between funeral home and consumer.

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**EXECUTIVE SESSION** - 10:20 A.M. On motion made by Mr. Macysyn, seconded by Mr. Radzieta, 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,

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Thomas M. Keiser, Jr.,  
Secretary

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Dated