

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE  
124 HALSEY STREET, NEWARK NJ, 07101  
HUDSON ROOM, 6TH FLOOR  
9:30 A.M., TUESDAY, MARCH 6, 2007  
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>**

**OPEN SESSION MEETING MINUTES**

**ATTENDANCE**

Marius R. Lombardi President (Government Member)  
Richard J. Galante, Secretary  
Thomas C. Brown  
Edith C. Churchman, Ph.D., CFSP  
Martin Goldstein, Esq.  
Bernard Horwitz, Esq., (Public Member)  
Curtis S. Macysyn (Public Member) (arrived at 10:00 A.M)  
William C. McCriskin  
Philip Scheps (Public Member)  
Louis J. Stellato Jr, Ph.D

**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  
Jonathan Eisenmenger, Assistant to the Executive Director

**APPROVAL OF MINUTES**

New Jersey State Board of Mortuary Science Open Session Minutes for December 5, 2006.  
New Jersey State Board of Mortuary Science Open Session Minutes for January 9, 2007.  
New Jersey State Board of Mortuary Science Open Session Minutes for February 6, 2007.

On motion made by Mr. McCriskin, seconded by Mr. Stellato, the Board voted to approved the minutes as read.  
All voted in favor of the motion.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Mandeville reported that the number of complaints received in February are 12 and the total for the year is 25.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, April 10, 2007, in the Hudson Conference Room, 6h Floor.

**INTERN REGISTRATIONS**

Brandon Jai Churchman-West, James E. Churchman, Jr., Funeral Home

Chad McCue Ingling, Huber-Moore Funeral Home  
Craig Joseph Johnson, Tunsil Funeral Homes, Inc.  
Victor J. Leonardis, Leonardis Memorial Home, Inc.  
John Rudolph Prochaska, Moore's Home For Funerals  
Steven D. Stankovits, Bruce C. Van Arsdale Funeral Home  
Jill Cora Summers, Bongiovi Funeral Home  
Jonathan M. Wojcik, Bromirski Funeral Home

This was for the Board's information only.

## **NEW LICENSEES**

Michael Carullo - Licensed by Credentials

This was for the Board's information only.

## **NEW INSTALLATIONS**

None.

## **CONTINUING EDUCATION**

A) Jewish Funeral Directors of America: Florece Pressman

1) Consumers & Funeral Service: Special Challenges for Jewish Funeral Director - 4/14/07 3 hr

2) Shipping: An Integral Part of the Funeral Arrangement 2 hrs

B) Epsilon Nu Delta Mortuary Fraternity: Edith Churchman

1) HIV/AIDS Case - 2/24/07 1 hr

2) Embalming the Autopsied Case - 1/28/07 1 hr

3) The importance of the Embalming Report - 1/28/07 1 hr

C) Thanexus Incorporated: Emily Moscetti

1) "Measuring Profitability, How Do You Compare?" - 11/15/06 1.5 hrs

D) National Funeral Directors Association: Shari Foucault

1) Preneed Management - 4/5/07 2 hrs

2) Fastrac I - 3/28 - 30/07, 8/1 - 3/07 & 10/31 - 11/11/07 16 hrs

3) Fastrac II - 5/2 - 3/07 & 10/6-7/07 8 hrs

4) Correspondence Track (CPC) - Self Study 15 hrs

5) Online Learning Center - Self Study 1- 4 hrs

6) ADA Employment Compliance for Funeral Homes 3 hrs

7) Communicable Disease: What Every Funeral Home Must Know 3 hrs

8) Conflict Management for Funeral Directors: An Interpersonal Communication Key to Successful Funeral Practice 4 hrs

9) Controlling Accounts Receivable 3 hrs

10) Embalming the Obese Case 3 hrs

11) Ethics in the Real Worlds: Guidelines for Ethical Decision- Making in Funeral Service 3 hrs

12) Funeral Home Remolding or New Construction for Funeral Home Owners and Managers 3 hrs

13) Hispanic Funerals 4 hrs

14) Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct by 1 hr

- 15) Time for Your Annual Check Up 3 hrs
- 16) Understanding Adult Grief: Ways to Help Adults on Their Grief Journeys 4 hrs
- 17) Understanding a Child's Grief 3 hrs
- 18) Understanding the Practice of the FTC Funeral Rule 3 hrs
- 19) Wage and Hour Laws for Funeral Home Employers 3 hrs
- 20) Delegating 2 hrs
- 21) Essentials Skills of Communicating 2 hrs
- 22) Essentials Skills of Leadership 2 hrs
- 23) Improving Work Habits 2 hrs
- 24) Managing Complaints 2 hrs
- 25) Professionalism in the Office 2 hrs
- 26) Providing Performance Feedback 2 hrs
- 27) Supporting Change 2 hrs

E) National Funeral Directors Association: Kathleen Walczak

- 1) Embalming, Reconstructive Surgery and Airbrushing Techniques 4/10 - 11/07 10 hrs
- 2) Cremation Litigation 4/13/07 2 hrs
- 3) Roundtable Discussions: Service Strategies and More 4/13/07 3.5 hrs
- 4) Embalming the Organ & Tissue Donor 4/14/07 2 hrs
- 5) Examining Effective Employment Practices 4/14/07 2 hrs
- 6) Business Lessons Learned from Modeling, Mortuaries and Motivations 1.5 hrs
- 7) The Dash 1 hr

F) Pennsylvania Funeral Directors Association: Jo Ann G. Borsie

- 1) "Working with Difficult Families: Managing their Decision-Making Barriers in Pre-Planning & At-Need Planning" 1 hr
- 2) Helping Families Cope with Sudden, Traumatic Loss, Mutilation & Missing Remains 1.5 hrs
- 3) The Unique Bereavement Issues of the Organ & Tissue Donor Families 1 hr
- 4) "Mortuary Cosmetology: Restoring Natural Beauty" 1 hr
- 5) "Purified by Fire: Cremation in American History & Today" 1 hr
- 6) "Solving the OSHA Puzzle: Making the Pieces Fit Your Business" 1.5 hrs

G) American Funeral Consultants: Melissa A. Drake

- 1) Historical Changes in Funeral Service Since WWII" - 5/1/06 3 hrs
- 2) "Participatory Management in Funeral Service: Owner, Managers, & Employees Working Together to Provide Meaningful Funerals" 3 hrs
- 3) "Funeral Service in the Age of Technology" - 1/13 - 27/07 15 hrs

H) Bradley & Son Funeral Homes, LLC: Scott Bradley

- 1) Cremations: Meaningful Service, Memorialization and Presentation 10 hrs

I) MKJ Marketing : Shelly Myrtle

- 1) "Helping Families with the Future" 3/12 - 14/07 12 hrs

J) Funeral CE: Saif Fatteh (CD-R disc was included)

- 1) Basic Funeral Customs 1 hr
- 2) Bloodborne Pathogens 3 hrs
- 3) Decision Making 2 hrs
- 4) Depositions 1 hr

- 5) Ethics 3 hrs
- 6) Funeral Rule 3 hrs
- 7) Goal Setting 2 hrs
- 8) History of Preserving Human Remains 3 hrs
- 9) Rational Thinking 3 hrs
- 10) Stillborn Support 3 hrs
- 11) Targeting Your Primary Markets 3 hrs
- 12) Understanding the At-Need Consumer 3 hrs

On motion made by Ms. Churchman, seconded by Mr. Galante, the Board determined to accept the report as read. All voted in favor of the motion.

## **CORRESPONDENCE**

None

## **OPEN DISCIPLINARY MATTERS**

#06-127 Lechner Funeral Home, Medford, Uniform Penalty Letter for violation of N.J.A.C 13:36-1.9(a)2 and 1.9(c) was paid on February 1, 2007. This was for the Board's information only.

#06-135 Chadwick Memorial Home, Riverside, Uniform Penalty letter for violation of N.J.A.C 13:36-5.1(a) and 9.7(b)(4) paid the remaining balance on February 15, 2007. This was the Board's information only.

#06-136 Dennison Funeral Home, Vincetown, Uniform Penalty Letter for violation of N.J.A.C 13:36-9.7(d)(4), N.J.A.C 13:36-5.21(a) and (b) was paid on February 15, 2007. This was for the Board's information only.

#06-138 Berschler & Shenberg Funeral Chapel, Pennsauken, Uniform Penalty letter for violation of N.J.A.C 13:36-1.9 was paid on February 21, 2007. This was for the Board's information only.

#06-139 Joseph Horan Funeral Director, Trenton, Uniform Penalty Letter for violation of N.J.A.C 13:36-9.7(a), N.J.S.A. 13:36-9.7 (d)(4), N.J.A.C 13:36-9.6, N.J.A.C 13:36-9.5(a), N.J.A.C 13:36-9.7(d)(2) was paid January 12, 2007. This was for the Board's information only. The Board determined to move this matter to executive session for discussion.

#07-04 Aquino Colonial Funeral Home, Halden, Uniform Penalty Letter for violation for violation of 16C.F.R. 453.3(c)(2), N.J.A.C 13:36-9.7(d)(4) and 9.11(b) was paid on February 1, 2007. This was for the Board's information only.

#07-05 Bailey Funeral Home, Peapack, Uniform Penalty Letter for violation of 16C.F.R. 453.3(c)(2), N.J.A.C 13:36-9.7(d)(4) and 9.11(b), N.J.A.C 13:36-5.21(b) and N.J.A.C 13:36-1.9(a)(1) was paid on February 9, 2007. This was for the Board's information only.

#07-06 Bailey Funeral Home, Mendham, Uniform Penalty Letter for violation of 16C.F.R. 453.3(c)(2), N.J.A.C 13:36-9.7(d)(4) and 9.11(b), N.J.A.C 13:36-5.21(b) was paid on February 9, 2007. This was for the Board's information only.

#07-07 John P. Condon Funeral Home, Leonardo, Uniform Penalty letter for violation of N.J.A.C. 13:36-5.6(a)(9), N.J.A.C 13:36-5.6(a)(21) was paid on February 20, 2007. This was for the Board's information only.

#07-08 Krowicki McCracken Funeral Home, Linden, Uniform Penalty Letter for violation of N.J.A.C 13:36-9.7(d)(4) and 9.11(b) was paid on February 15, 2007. This was for the Board's information only.

#07-09 M. John Scanlan Funeral Home, Uniform Penalty letter for violation of 16C.F.R. 453.3(c)(2), N.J.A.C 13:36-9.7(d)(4) and 9.11(b) , was paid on February 1, 2007. This was for the Board's information only.

#07-11 Vander Plaat-Vermeulen Memorial Home, Franklin Lakes, Uniform Penalty Letter for violation of N.J.A.C 13:36-5.21(a) and (b) was paid on February 8, 2007. This was for the Board's information.

## **LEGISLATIVE MATTERS**

Assembly No. 3848 - The Board is in favor of this bill.

## **PUBLIC COMMENTS**

Maryann Carroll, NJSFDA, wanted to know regarding the ownership disclosure if the wording could be crafted better so that the consumer can better understand and if the Board is going to look at this issue.

Robert Smith, MCCC, wanted to know if the Board office can be called to find out if a course have been approved or is there a published list of CEU approved. Also the funeral home vender sign in book is the managers name required. The Board determined that it is not required because it is not a form of advertising.

**EXECUTIVE SESSION - 10:45 A.M.** On motion made by Mr. Stellato, seconded by Mr. McCriskin, 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. Date  
Secretary