

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, JUNE 5, 2012
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>**

OPEN SESSION MEETING MINUTES

ATTENDANCE

Marius R. Lombardi (Government Member), President
John Radzieta Sr., Secretary
Charles F. Bechtold
Thomas E. Day
Thomas M. Keiser, Jr.
Curtis S. Macysyn (Public Member)(arrived at 10:00 A.M.)
James J. Marrocco
Bayode Olabisi (Public Member)
Lloyd Wimberg

ABSENT

Anthony J. Papavero Jr.
Ana Zevallos

ALSO ATTENDING

William Mandeville, 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 May 1, 2012. On motion made by Mr. Marrocco, seconded by Mr. Wimberg, 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. Mandeville reported that the total number of complaints received in May are 5 and the total for the year are 34.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, July 17, 2012 in the Hudson Room Conference Room, 6th floor.

Mr. Mandeville reported that the Jurisprudence Examination has been scheduled for July 20, 2012 at the Mercer County Community College.

Mr. Mandeville welcomed Mr. Thomas E. Day, board member that were appointed to the Board on April 4, 2012. The General Oath of Allegiance and Oath of Office was administered by DAG Hugilmeyer.

INTERN REGISTRATIONS

Byron Downer, Adams Funeral Home
Westley Lopez, Jorge Rivera Funeral Home
Erin Ryan, Timothy E. Ryan Home For Funerals
Bruce J. Van Tassel, Riewert Memorial Home

This was for the Board's information only.

NEW LICENSEES

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|--------------------|-------------------------|
| Stefanie Markowski | Licensed by Application |
| Kevin V. White | Licensed by Application |

*Licensed by Application for 2012:***12** *Licensed by Credentials for 2012:***3**

This was for the Board's information only.

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NEW INSTALLATIONS

North Jersey Service Associates LLC, Clifton, Mgr., Louis Noonburg

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) New Jersey Funeral Service Education: Emily Strausser

(Submitted documents for the reconsideration of the previously approved 3 hours)

1) Collaborative Care In The Aftermath of Youth.....(6/5/12) **4hrs**

B) National Funeral Directors Association: Kathleen Walczak

1) Building Comfortable Cash Flow For Your.....(7/26/12) **1hr**

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

1) Embalming Standards Of Care (8/8/12) **3hrs**

D) Kayes-Boylston Publications: Thomas Parmalee

1) 2nd Annual Cremation Strategies Conference (11/7/12) **6.5hrs**

2) 7th Annual Service Business Plan Conference (11/8-9/12) **13hrs**

E) International Cemetery & Funeral Association: Daniel Osorio

1) ICCFA University College of 21st Century..... (7/20-25/12) **25hrs**

F) NJ Mission Of Honor: Richard Dworzanski

1) Honor For Remains Of American Forgotten Veterans (9/12) **1hr**

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G) Middlesex & Somerset County Funeral Directors Assoc.: J. Robert Kassai

- 1) CJD-Infectious Disease Presentation (6/28/12) **1hr**

H) MKJ Marketing: Krystal Casey

- 1) Making Your Business Pay (7/25-26/12) **8 hrs**
- 2) Communicating The Value Of Service (7/23-24/12) **8 hrs**

I) National Funeral Directors & Morticians Assoc.: Cornell Robinson -Carroll

- 1) State Presidents & Secretaries Database Seminar (8/5/12) **1hr**
- 2) New Members & Student Orientation (8/5/12) **1hr**
- 3) The Laws Of MONEY: The Power to Control.....(8/6/12) **1.5hrs**
- 4) The Grand Finale: Effective Funeral Event Planning (8/6/12) **1hr**
- 5) OSHA Review (8/6/12) **2hrs**
- 6) Embalming The Radiology Case (8/6/12) **1hr**
- 7) Owner's Round Table: Bet Kept Secrets For Funeral..... (8/6/12) **1hr**
- 8) The Game Changers (8/7/12) **1.5hrs**
- 9) How Funeral Directors Can Become Invincible To.....(8/7/12) **1hr**
- 10) Labor Law & Human Resources For Funeral Service... (8/7/12) **1hr**
- 11) Exhibits Hall Education & History Museum (8/7-8/12) **2hrs**
- 12) Embalming & Restorative Art Techniques (8/8/12) **2hrs**
- 13) Common Estate Planning Problems Of Funeral Home...(8/8/12) **1hr**
- 14) Embalming Fluid And Their Proper Uses (8/8/12) **1hr**
- 15) Information Technology In Funeral Service & Unveiling....(8/8/12) **1hr**

J) National Funeral Directors Association: Kathleen Walczak

- 1) Recruit, Retain And Reward Your Members (7/25/12) **2hrs**
- 2) Breakout By Office (7/23/12) **2hrs**
- 3) Funeral Director Vs. Professional....(7/23/12) **2hrs**
- 4) Funeral Director Vs. Professional....(7/24/12) **1hr**
- 5) Leadership Isn't For Cowards (7/24/12) **2hrs**
- 6) Managing Cremation for Profitability (8/9/12) **1hr**

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K) Garden State Funeral Directors Association: Edith Churchman

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| 1) Working With Difficult Families (7/7/12) | 1hr |
| 2) Bereavement Services and the Funeral Director (7/7/12) | 1hr |

The committee reported that section E) International Cemetery & Funeral Association was tabled until the next monthly meeting, section H) MKJ Marketing, number 1 and 2 were approved for 8 hours only; section I) National Funeral Directors & Morticians Assoc.; numbers 2 & 11 were not approved, section J) National Funeral Directors Association; number 2 was tabled until the next monthly meeting. On motion made by Mr. Radzieta, seconded by Mr. Wimberg, the Board voted to accept the committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Laura Bobbe Trust Administrator of Choices, informed the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the closing of the of Johnson Funeral Home and Cremation Services. This was for the Board's information only.

Laura Bobbe Trust Administrator of Choices, informed the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the move of Bergen Services. This was for the Board's information only.

Stanley Bonczek informed the Board that their prepaid recipients were notified of the closing of the A. Scatourchio & Son, the location of their records /accounts and was reassured that he would personally oversee the transition. Mr. Bonczek is wondering if the Board would allow the Michalski Funeral Home in Jersey City to use the A. Scatourchio & Son's old phone number. This was for the Board's information only.

In receipt of Paul Holt reinstatement application, in which he informed the Board of his 2009 motor vehicle charge. This was for the Board's information only.

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EXECUTIVE SESSION - 10:00 A.M. on motion made by Mr. Wimberg, seconded by Mr. Marrocco, 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,

John L. Radzieta, Secretary

Dated