

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, AUGUST 5, 2014
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>**

OPEN SESSION MEETING MINUTES

ATTENDANCE

James J. Marrocco, President
Thomas M. Keiser, Jr., Secretary
Charles F. Bechtold
Thomas E. Day - arrived at 10:54 A.M.
Garrett C. Jones
Bayode Olabisi (Public Member) - arrived at 9:44 A.M.
Anthony J. Papavero Jr.
John Radzieta Sr.
Lloyd Wimberg

ABSENT

Curtis S. Macysyn (Public Member)

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 June 3, 2014. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, 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 June/July are 5 and the total for 2014 are 31.

Mr. Madin reported that the next regular scheduled Board meeting has been scheduled for Tuesday, October 7, 2014 in the Sussex Conference Room, 6th Floor.

Mr. Madin reported that all 27 candidates passed the June 27, 2014 Jurisprudence Examination.

Mr. Madin reported that Deputy Director, Maryann Sheehan, arrived at 10:00 A.M. for the open discussion of debt collection. On motion made by Mr. Bechtold, seconded by Mr. Keiser, the Board voted to accept the debt collection protocols. All voted in favor of the motion.

Mr. Madin reported that Doug Collier, arrived at 10:30 A.M. to discuss the launching of Project Medicine Drop. On motion made by Mr. Wimberg, seconded by Mr. Bechtold, the Board voted to endorse the Medicine Drop Program. All voted in favor of the motion.

INTERN REGISTRATIONS

Mark Ciesla, Bongiovi Funeral Home
Charlene Correa, Manchester Memorial Funeral Home
Brian Givnish, Jeffries & Keates Funeral Home
John Givnish III, Jeffries & Keates Funeral Home
Gina Iandoli, Browning-Forshay Funeral Home
Jeffrey Lambert, Christy Funeral Home
Reginald Mann, Cotton Funeral Service
Elizabeth Tisdale, Perry Funeral Home
Connor Vander Plaat, Vander Plaat Memorial Home

This was for the Board's information only.

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NEW LICENSEES

Mia Cardì	Licensed by Application
Vincent Conforti	Licensed by Application
Jena Ann Johnson	Licensed by Application
Thomas Struck	Licensed by Application

Licensed by Application for 2014: 14 ***Licensed by Credentials for 2014: 0***

This was for the Board's information only.

NEW INSTALLATIONS

Compassionate Cremation Services, Inc., Clifton, Mgr., Thomas Garretson

This was for the Board's information only.

CONTINUING EDUCATION

A) The Dodge Institute for Advance Mortuary: Sally Belanger

1) Embalming- The Challenges & The Rewards (11/13-14/14) 9hrs

B) Ethics Training and Consulting, LLC : Claudia Hawkins

1) The Case For Funeral Service Ethics (TBD) 3hrs

C) National Funeral Directors Association: Kathleen Walczak

1) Model Laws: How Does Your State Score? (7/14/14)	1.5hrs
2) Breakout By Office (7/14/14)	0hrs
3) Managing The Media-What You Need To Know.... (7/5/14)	2.5hrs
4) Steps To Becoming A Great Board Member (7/15/14)	0hrs
5) Online Engagement: Tech Terms and Tools.... (7/16/14)	2hrs
6) Using Electronic Death Registration System.... (7/29/14)	1.5hrs
7) Hot Technology For Funeral Home (8/7/14)	1hr

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D) SCI- New Jersey: Michel Sutton

1) Disclosures-Complying With the FTC and...(various)	1hr
2) Funeral Service Advertising (various)	1hr
3) Ethical Decision Making In the Funeral Home (various)	1hr
4) New Jersey Preneed (various)	2hrs

E) Selected Independent Funeral Homes: Amy Hunt

1) 2014 Annual Meeting (9/17-20/14)	10.5hrs
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F) FuneralCE: Jana Pugh

1) Cremation Best Practices (ongoing)	3hrs
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G) Graystone Associates, Inc.: Megan Flores

(Additional information submitted to Charles Bechtold only)

1) Funeral Service Associate (TBD)	4hrs
2) Recovery Skills (TBD)	4hrs
3) Advance People Skills (TBD)	7hrs
4) Phone Skills Refresher (TBD)	4hrs
5) Advance Phone Skills (TBD)	7hrs
6) People Skills Refresher (TBD)	7hrs
7) Introductory People Management Training (TBD)	7hrs
8) Introduction to People Management 2 (TBD)	7hrs
9) Presenting & Conducting Ceremonies (TBD)	4hrs
10) Cremation Intensive (TBD)	7hrs
11) Executive Development Program (TBD)	14hrs
12) Funeral Director Skills 2 (TBD)	7hrs
13) Exceptional Value (TBD)	7hrs
14) Vault Training (TBD)	3hrs
15) Funeral Directors Skills R,R,R (TBD)	5hrs
16) Funeral Director Skills 1 (TBD)	7hrs
17) Telephone Skills 2 (TBD)	7hrs
18) Telephone Skills 1 (TBD)	7hrs
19) Quick Start 2 (TBD)	3.5hrs
20) Quick Start 1 (TBD)	3.5hrs
21) Interpersonal Skills (TBD)	7hrs

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H) MKJ Marketing: Krystal Casey

1) MKJ's 2014 Alaskan Cruise Seminar (7/14-25/14) **27hrs**

I) Begley Law Group: Sonia Cohen

(Additional information submitted to Charles Bechtold only)

1) Funeral Planning (10/8/14 & 10/22/14) 1hr
2) Estate Planning: The Basic & Beyond (10/8/14 & 10/22/14) 1hr
3) Navigating The Estate Administration.....(10/8/14 &10/22/14) 1hr

J) National Funeral Directors Association: Kathleen Walczak

1) Solving Cash Flow Problems Through.....(8/21/14) 1hr

K) International Cemetery & Funeral Association: Daniel Osorio

(Pamphlet provided to Charles Bechtold Only)

1) 2014 Fall Management Conference (9/217-19/14) 11hrs

L) National Funeral Directors & Mortician Assoc.: Cornell Robinson-Carroll

(Additional information submitted to Charles Bechtold only)

1) Tour of Pierce Chemical Plant (8/1-7/14) 2hrs
2) Conviction VS Feelings: Caring For The Dead (8/2-4/14) 1.5hrs
3) NFDMA & IFDA Of Texas PUBLIC DAY (8/3/14) 0hrs
4) New Members & Convention Orientation (8/3/14) 0hr
5) Getting The Most Out of Your Printer (8/3/14) 1hr
6) The Dawn of A New Day (8/4/14) 0hrs
7) Change & Transformation Part II (8/4/14) 1.5hrs
8) Funeral Home Owners & Managers Master....(8/4/14) 1hr
9) Sexual Harassment In The Funeral Service..... (8/4/14) 2hrs
10) Owner's Round Table: Best Kept Secret.....(8/4/14) 1hr
11) Nine Things Every Funeral Home Must Know (8/5/14) 1hr
12) Knowledge Is Power: Dispelling Myths.....(8/5/14) 1.5hrs
13) Exhibit Hall Education & History Museum (8/5-6/14) 0hrs
14) How Will You Be Remembered? Theory And.....(8/5/14) 1hr
15) Publicizing Your Personal Brand and Staying.....(8/5/14) 1hr

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16) And When You Look At The Water You Will..... (8/5/14)	1hr
17) Strengthening Hospice Relationship For.....(8/6/14)	1hr
18) Making A Funeral Arrangement In A Wrongful..... (8/6/14)	1hr
19) Mortuary Student Day (8/6/14)	0hrs
20) A Good Goodbye: Funeral Planning For Those.....(8/6/14)	1hr
21) Understanding Obituary Piracy & How To Regain....(8/6/14)	1hr
22) Embalming Bariatric & Edema Cases (8/6/14)	1.5hrs

M) National Funeral Directors Association: Kathleen Walczak

1) Cremation-It's Not About Price (9/4/14)	1hr
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N) Kates-Boylston Publications: Thomas Parmalee

(Additional information submitted to Charles Bechtold only)

1) 9 th Annual Funeral Service Business Plan (11/13/14)	12hrs
2) 4 th Annual Cremation Strategies Conference (11/12/14)	5hrs

O) Continuing Vision: Jeffrey Holcomb

1) Resolving Preparation Glitches with.....(9/101/14)	2hrs
2) The Art of the Apology and Ethical.....(9/10/14)	2hrs

P) National Funeral Directors Association: Kathleen Walczak

1) Bridging the Gap Between The Funeral Home(9/18/14)	1hr
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Q) Center State & Dodson Burial Vault: Jeffrey Miller

1) Burial Vault Presentation (8/8/14)	2hrs
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R) International Order of the Golden Rule: Jessica Smith

1) Fall Forum 2014 (10/11/14)	7hrs
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The committee reported that section C) National Funeral Directors Association, numbers 2 and 4 were not approved, section H) MKJ Marketing are conditionally approved provided they keep attendance based on the actual attendance, Presentation at the Alaskan Native Heritage Center was approved for one (1) hour only, Opening Session there was no documentation or information provided and was not approved, and Roundtable discussions there was no documentation or information provided and was not approved; section K) International Cemetery & Funeral Association, Government and Legal affairs breakfast was not approved, Networking breaks, was not approved; section L) National Funeral Directors & Mortician Association, numbers 3, 4, 6, 13 was not approved and number 19 does not apply the students and apprentices do not need CE credits; section N) Kates-Boylston Publications, number 1 was not approved. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board voted to accept the committee report as read and in the future ask the providers to submit separate applications for large programs submitted for approval. All voted in favor of the motion.

CORRESPONDENCE

Linda Van Arsdale, Trust Project Manager for Choices, informed the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the moving of the Cromwell-Immordino Memorial Home in Pennington. This was for the Board's information only.

Creran Funeral Home registration was reinstated on May 16, 2014. This was for the Board's information only.

Robert Jedziniak informed the Board of his New York DWI arrest in 2012. This was for the Board's information only.

News article titled "At death's door: Hackensack college starts second mortuary program in N.J." This was for the Board's information only.

In receipt of a letter from Adam Guziejewski, Assistant Executive Director for Policy and Membership of the Funeral Directors Association, who supports the current regulation of N.J.A.C.13:36-10.3 (b) as is, without change or further interpretation. This was for the Board's information only.

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Adam Guziejewski expressed his concerns of the penalties that are being levied against funeral homes that have been conducting funerals with an expired registration. This was for the Board's information only.

Linda Van Arsdale, Trust Project Manager for Choices, informed the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the acquisition of the Anthony R. Pizzi Funeral Home. This was for the Board's information only.

Enrico Caruso, named Ashley Caruso as the temporary licensee in charge of the Falco Caruso & Leonard Funeral Home located in Pennsauken and Camden, during his absence. This was for the Board's information only.

Enrico Caruso Jr., manager of South Jersey Funeral Associates, Inc., named Stanley Mc Graw IV, as the licensee in charge during his absence. This was for the Board's information only.

Intern applicant, Lamar Bagwell, is requesting reinstatement of his internship in order to take the Jurisprudence, Nationals and the Practical examination. On motion made by Mr. Day, seconded by Mr. Papavero, the Board voted to reinstate his internship. All voted in favor of the motion.

OPEN DISCIPLINARY MATTERS

#14-04 Louis Riggi Provisional Order of Discipline, was filed with the Board on June 6, 2014. This was for the Board's information only.

#12-28 On May 21, 2014 Thomas May, made his final uniform penalty payment towards the April 2, 2013 Consent Order. This was for the Board's information only.

#14-25 Attorney Mark Catanzaro, is requesting a formal hearing for Richard Lechner, who is contesting the violations, that are outlined in the May 13, 2014 uniform penalty letter. This was for the Board's information only.

#14-24 Geneva Best, Manager of Affordable Cremation, failed to respond to the \$1,000.00 Uniform Penalty Letter for the violation of N.J.A.C.13:36-4.1 (a) (b), that was issued on May 13, 2014 and reaffirmed on June 25, 2014.

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ITEMS FOR DISCUSSION

Maryann Sheehan discussed the debt collection process. On motion made by Mr. Bechtold, seconded by Mr. Keiser, the Board voted to accept the debt collection protocols. All voted in favor of the motion.

Doug Collier discussed partnering with the Funeral Directors Association of Ocean County to launch Project Medicine Drop. On motion made by Mr. Wimberg, seconded by Mr. Bechtold, the Board voted to endorse the Medicine Drop Program. All voted in favor of the motion.

COMMENTS

Adam Guziejewski, Assistant Executive Director for Policy and Membership of the Funeral Directors Association stated that in April or June there was an article that the Governor was going to increase the fees for the funeral directors and wanted to know if the Board has been contacted by the Department of Treasury. The Board has not received any information on raising the licensure and registration fees.

Susan Judkins, student at McCallister Institute wanted to bring to the Board's attention that the students at McCallister are stuck because they were not able to take the national board exam due to litigation and that she has not received her scores from them. The Board informed Ms. Judkins that it has have no jurisdiction over the school or the conference and can not do anything.

Mr. Wimberg stated that at the next Funeral Director's Convention he would like for the Board to be in attendance and hold their Open Session Meeting. DAG Hugelmeyer suggested to the Board that the President and one or two members request to speak to the Division Director for approval or find out what steps need to be taken to obtain the approval. The Board suggests that Mr. Marrocco, Mr. Radzieta and Mr. Wimberg be on the committee for the Atlantic City Meeting.

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EXECUTIVE SESSION - 10:44 A.M. On motion made by Mr. Olabisi, 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,

Thomas M. Keiser, Jr.,
Secretary

Dated