

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE  
124 HALSEY STREET, NEWARK NJ, 07101  
HUDSON ROOM, 6TH FLOOR  
9:30 A.M., TUESDAY, AUGUST 7, 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 (arrived 9:50 A.M.)  
Martin Goldstein, Esq.  
Bernard Horwitz, Esq., (Public Member)  
Fanny Jaramillo (Public Member)  
Curtis S. Macysyn (Public Member) (arrived 9:55 A.M.)  
William C. McCriskin  
Philip Scheps (Public Member)  
Louis J. Stellato Jr, Ph.D

**ABSENT**

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 July 10, 2007.

On motion made by Mr. Stellato, seconded by Mr. Scheps, the Board voted to approve the minutes as amended.  
All voted in favor of the motion.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Mandeville reported that the total number of complaints received in July are 8 and the total for the year is 69.

Mr. Mandeville reported that the next regular Board meeting has been scheduled for Tuesday, August 28, 2007, in the Hudson Conference Room, 6th floor.

**INTERN REGISTRATIONS**

Lawrence D Ball, Adams- Perfect Funeral Home  
Victor Galante, Galante Funeral Home  
Jaime Rossmessl, Bloomfield Cooper Funeral Home

This was for the Board's information only.

## **NEW LICENSEES**

None.

## **NEW INSTALLATIONS**

None.

## **CONTINUING EDUCATION**

A) National Funeral Directors Association: Kathleen Walczak

- 1) A Navy Blue Suit- Not a Lawsuit: Risk Reduction for Funeral-Cremation Providers (10/6/07) 4hrs
- 2) CFSP: A must have for your Professional Career (10/7/07 ) 1hr
- 3) Creating Funeral Packages That Work (10/7/07 )
- 4) Embalming the Organ and Tissue Donor (10/7/07 ) 1hr
- 5) No Religion Please (10/7/07 ) 1hr
- 6) Is Your Firm Doing Business Like It's 1979 (10/7/07 1hr
- 7) The Secrets of Successful Event Management & Relationship to Funeral Service & Life Center Operation (10/7/07 ) 2hrs
- 8) CEO's: Are you Up To Par? (10/7/07 ) 1hr
- 9) Dover Air Force Base: Benefits, Entitlements and Mass Fatalities (10/7/07 ) 2hrs
- 10) Shifting Perception: How to Create Meaningful Experiences to Remember (10/7/07 ) 2hrs
- 11) The Inner Secrets of Outrageous Marketing (10/7/07 ) 2hrs
- 12) What do You do for Your Families After the Funeral? (10/7/07 ) 2hrs
- 13) Why People Prearrange: Timing is Everything (10/7/07 ) 1hr
- 14) Around the World in Two Hours: International- ( 10/7/07 ) 2hrs
- 15) Discussion Forums: Young Professional and New Licensees (10/7/07) 2hrs
- 16) Ethics in the Pre-Need Profession (10/7/07) 2hrs
- 17) How Rituals Works: The Infrastructure of Meaningful Ceremony (10/7/07) 2hrs
- 18) Managing your Workplace and Environmental Practice in a Contaminated Environment (10/7/07) 2hrs
- 19) Power-full or Power-less: Questioning Skills to Make Revenues Soar (10/7/07) 2hrs
- 20) Discussion Forums: Women in Funeral Service (10/8/07) 2hrs
- 21) Strength in Numbers: Exploring Ideas for Similar Size Firms (Small)(10/8/07) 2hrs

- 22) Strength in Numbers: Exploring Ideas for Similar Size Firms (Medium) (10/8/07) 2hrs
  - 23) Strength in Numbers: Exploring Ideas for Similar Size Firms (Large) (10/8/07) 2hrs
  - 24) Getting to the Heart of Customer Satisfaction (10/8/07) 2hrs
  - 25) What do we do with the Children in the Funeral Events? (10/8/07) 2hrs
  - 26) Opening Session: The Dash (10/8/07) 1hr
  - 27) How to Effectively Market Your Pet Death Care Business (10/9/07) 1hr
  - 28) Legendary Service at The Ritz-Carlton (10/9/07) 1.5hrs
  - 29) Planning Your Exit Strategies, Your Greatest Leadership Challenge( 10/9/07) 1.5hrs
  - 30) Preparing the Decomposed or Charred Case for Burial or Transport (10/9/07) 1.5hrs
  - 31) The Cremation of Sam McGee: A 21st Century Cremation Consumer Profile (10/9/07) 1.5hrs
  - 32) The Great Exchange! It's a Pursuit of Excellence Ideas Swap (10/9/07) 1.5hrs
  - 33) From Quarterback to Advocate: Healthy Minds (10/9/07) 1.5hrs
  - 34) Latino Families: First Call to Aftercare (10/9/07) 1.5hrs
  - 35) Marketing Your Cemetery (10/9/07) 1.5hrs
  - 36) Mini Strategics Planning for Funeral Homes (10/9/07) 1.5hrs
  - 37) Multi-generational Loyalty through Continuing Care (10/9/07) 1.5hrs
  - 38) Why you should Celebrate the Extinction of the Selection Room(10/9/07) 1.5hrs
  - 39) Alternative Solutions to Common Embalming Problems (10/10/07) 2hrs
  - 40) Bloodborne Pathogens Training(10/10/07) 2hrs
  - 41) Cemetery Maintenance Matter and More (10/10/07) 2hrs
  - 42) Developing a Highly Productive and Professional Organization (10/10/07) 2hrs
  - 43) State Funerals of the 21st Century (10/10/07) 2hrs
  - 44) Closing Session: Service That Rocks! (10/10/07) 1hr
  - 45) Exhibits (10/10/07) 1hr
- B) National Funeral Directors Association: Kathleen Walczak
- 1) Dover Air Force Base: Military Benefits/ Entitlements and Mass Fatalities (11/15/07) 2hrs
- C) International Cemetery, Cremation and Funeral Association: Daniel Osorio
- 1) 2007 ICCFA Fall Management Conference (10/3/07) 11hrs
- D) OGR International Order of the Golden Rule: Jenny Gabbert

- 1) Funeral Service Update/Current Issues (7/19/07) 1hr
  - 2) Cremation Options (8/16/07) 1hr
  - 3) OGR Resources that Boost Business and Make Your Life Easier (9/20/07) 1hr
  - 4) Guidelines for OSHA Annual Staff Training (10/18/07) 1hr
  - 5) Annual FTC Review (11/15/07) 1hr
  - 6) Decision-makers in the Arrangements Conference: Who has the Right of way? (12/13/07) 1hr
- E) New Jersey Funeral Directors Association, Inc: Emily Moscetti
- 1) The Sky is Not Falling! A Rational Approach to Infectious Disease (9/17-18/07) 1hr
  - 2) Remember Me: What Consumers Wants in Personalized Funeral & Burials (9/17/07) 1hr
  - 3) The First Catholic Crematory (9/17/07) 1hr
  - 4) e-Published and e-Communication for Funeral Home (9/19-20/07) 1hr
  - 5) The Virtual and the Real, Accessories and Essentials, Knick-Knacks and Necessities (9/17/07) 1hr
  - 6) Who has the Right to Control the Funeral? 1hr
  - 7) Cremation Liability (9/18/07) 1hr
  - 8) Compassion Fatigue: Preparing Funeral Directors to Be Resilient (9/17-1/07) 1hr
  - 9) Embalming Today's Case: Luck, Skill, or Jeopardy? (9/17-18/07) 1hr
  - 10) The 90 Minute Miracle: Why Arrangements Are Harder Than They Have to Be ( 9/17-20/07) 1hr
  - 11) Funeral Home Personnel Management: Hiring, Firing & Motivation ( 9/20/07) 1hr
  - 12) Talking with Children about Loss (9/17/07) 1hr
- F) Funeral CE: Bonnie Williams
- 1) Goal -Setting in the Funeral Industry 1hr
  - 2) HIV/AIDS 1hr
  - 3) OSHA in the Workplace
  - 4) Telephone Techniques in the Funeral Industry 1hr
  - 5) Time Management in the Funeral Industry 1hr
  - 6) Working with Difficult People in the Funeral Industry 1hr

The committee reported that section A) National Funeral Directors Association: Kathleen Walczak, number 26, 27, 35, 41 and 45 is not relevant to the profession of mortuary science and therefore is not approved, section F) Funeral CE: Bonnie William, the Board is requesting additional information. On motion made by Mr. McCriskin, seconded by Ms. Jaramillo, the Board determined to accept the committee report as read. All voted in favor of the

motion. On motion made by Mr. McCriskin, seconded by Ms. Jaramillo voted to accept the report as amended

## **CORRESPONDENCE**

New Jersey Cemetery Board Public Session Agenda for July 12, 2007. This was for the Board's information only.

## **OPEN DISCIPLINARY MATTERS**

#05-95 William J McGee, paid \$10, 600.00 on June 10, 2007 for the Warrant to Satisfy Judgement. This was for the Board's information only.

## **ITEMS FOR DISCUSSION**

Assembly No # 4382 of the 212th Legislature which was introduced on June 14, 2007. On motion made by Mr. Stellato, seconded by Mr. Brown, the Board voted to support the bill. All voted in favor of the motion.

Regulatory Analyst Maryann Sheehan appeared before the Board with drafted language for new regulations governing the continuing education required for the renewal of a funeral director's license. Specifically, the Committee was interested in changing the requirements from 10 credits to 15 credits for each licensee in each licensing period. The Committee proposed that the additional 5 credits be mandated by requiring 3 credits in OSHA and 2 credits in "ethics" in every two years. In addition, the Board would require a minimum of 7 of the 15 credits be earned in "live" or "in-person" courses. The Board would also grant 1 credit in each licensing period for attending "exhibits" at a convention.

The Board also would like the Committee to make changes to the regulations governing continuing education providers. Specifically, the Board would require sponsors to get course approvals during each licensing period. Course providers would also be responsible for informing the Board of any changes to the course content, date, time, location, etc.

The Board discussed the committee's recommendations and, on a motion made by Mr. Stellato, seconded by Ms. Jaramillo, voted to refer the regulations back to the committee to develop better definitions of certain terms, and also to discuss reducing the time limit for post-approval to 30 or 60 days. The Board also requested that the Board staff prepare a directory of CE providers.

## **ELECTION OF OFFICERS**

Presidential Election. On motion made by Mr. Goldstein, seconded by Ms. Churchman, made a motion to nominate Mr. Stellato as President. All voted in favor of the motion.

**EXECUTIVE SESSION** 11:30 A.M. On motion made by Mr. Lombardi, seconded by Mr. Horowitz, 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,

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Richard J. Galante, Jr. Date  
Secretary