

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6TH FLOOR
9:30 A.M., TUESDAY, DECEMBER 1, 2009
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>

OPEN SESSION MEETING MINUTES

I OPEN STATEMENT

II ROLL CALL

Richard J. Galante Jr., President	Excused
Thomas C. Brown, Secretary	Present
Edith C. Churchman, Ph.D., CFSP	Present
Marius Lombardi (Government Member)	Present - 9:45 A.M.
Curtis S. Macysyn (Public Member)	Present
Richard McCriskin	Present
Bayode Olabisi	Present - 9:45 A.M.
John Radzieta	Present
Philip Scheps (Public Member)	Absent
Louis J. Stellato Jr, Ph.D	Present
Lloyd Wimberg	Present
Ana Zevallos	Present

Also present at the meeting were William Mandeville, Executive Director; Susan Berger, Deputy Attorney General; Cynthia Khalil, Principal Clerk Transcriber and Melba Rodriguez, Secretary Assistant.

III APPROVAL OF MINUTES

On a motion made by Lloyd Wimberg, seconded by Curtis Macysyn, the Board voted to approve the October 27, 2009 Open Session minutes with corrections. The vote of the Board was unanimous.

IV EXECUTIVE DIRECTOR'S REPORT

- A) Total number of complaints received in November: 4 Total for 2009: 52
- B) Next regular Board meeting: Tuesday, January 5, 2010 Hudson Room, 6th floor.
- C) 5 candidates passed and 1 failed the October 16, 2009 Jurisprudence Examination.
- D) Wall certificates were issued to the 48 candidates who were licensed from October 15, 2008 to October 23, 2009.

The report provided by Executive Director Mandeville, was accepted as informational.

V INTERN REGISTRATIONS

- A) Jay Garrett, Cotton Funeral Service
- B) Esteban Montufar, Wilfred Armitage & Wiggins Funeral Home
- C) Corey Winard, Bannworth Funeral Home

The report provided was accepted as informational.

VI NEW LICENSEES

- A) Allison Boi Licensed by Application
- B) Timothy Larkin Licensed by Application
- C) Valentine Miele Licensed by Application
- D) Ryan A. Rone Moran Licensed by Application
- E) Jamie Rossemeissl Licensed by Application

The report provided was accepted as informational.

VII NEW INSTALLATIONS

- A) Funeraria San Camilo LLC, Newark, Mgr., Jennifer Tapia
- B) Martinez Memorial LLC, Paterson, Mgr., Manuel Martinez II

The report provided was accepted as informational.

VIII CONTINUING EDUCATION

A) Thanos Institute: Mary Rizzo

- 1) Forensic Pathology (10/12/09) **1hr**
- 2) Ethics and Funeral Service (10/12/09) **1hr**
- 3) Stress and the Funeral Director (10/12/09) **1hr**
- 4) History of Funeral Service (10/12/09) **1hr**
- 5) Education the Public (10/12/09) **2hrs**

The Board approved the hours submitted.

B) National Funeral Directors Association: Kathleen Walczak

- 1) GPL Packages- Doing Them Right (12/3/09) **1hr**

The Board approved the hours submitted.

**C) FuneralReview.Com: Jillian Holzhueter
(Course outline was provided as per direction of the Board)**

- 1) Funeral Service Business Plan 2009 (11/19-20/09) **12hrs**

The Board approved the hours submitted.

D) Batesville Casket Company: Deb St. Pierre

- 1) Understanding & Meeting The Need and Challenges (on-going) **9hrs**
- 2) Plant Tour & Product Knowledge (on-going) **2hrs**
- 3) Creating Value for Families Through Meaningful...(on-going) **3hrs**

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| 4) | Using Technology To Create a Meaningful Funeral....(on-going) | 2hrs |
| 5) | Getting To Know The Cremation Consumer...(on-going) | 2hrs |
| 6) | Getting A Deeper GRASP on Cremation Consumers (on-going) | 3hrs |
| 7) | A Better Way To Assist Today's Value Driven Consumer (on-going) | 2hrs |
| 8) | Research To Results (on-going) | 2hrs |
| 9) | Communicating With Families-Making More Effective...(on-going) | 3hrs |
| 10) | Professional Arranger Development Program (on-going) | 10hrs |
| 11) | What is Your GRASP on Cremation Consumer? (on-going) | 2hrs |

The Board approved the hours submitted.

**E) Matthew International: Jay Diaz
(Courses previously approved, change of date & location only)**

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| 1) | Cremation (12/08/09) | 3hrs |
| 2) | The Ethics Of Funeral Arrangements (12/08/09) | 2hrs |

The Board approved two hours instead of three for Cremation (12/08/09) and the two hours submitted for The Ethics of Funeral Arrangements (12/08/09).

F) National Funeral Directors Association: Kathleen Walczak

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| 1) | Simple & Practical Best Practice Ideas for Leading.... (1/21/10) | 1hr |
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The Board approved the hours submitted.

On a motion made by Lloyd Wimberg, seconded by John Radzieta, the Board voted to approve all the CPE submitted. The vote of the Board was unanimous.

IX CORRESPONDENCE

A) NJ Cemetery Board Public Session Agenda for November 12, 2009

B) Father Matthew Dooley - CPE

Father Matthew Dooley informed the Board that he failed to complete his continuing education credits because he was studying priesthood for the Archdiocese of Newark.

Father Dooley is looking for some guidance to rectify the lack of credits while maintaining his NJ practitioners license.

Board Vice President suggested that when the Board reviews applications for their situation should be reviewed on a individual basis. Father Dooley's license has been expired since 02/28/09. Mr. Dooley is to submit his ten current continuing education credits in order to reinstate his license.

C) Dianne Tamaroglio, Executive Director of the New Jersey Cemetery Board

The correspondence provided by Executive Director Tamaroglio regarding the 2010 meeting dates was accepted as informational.

D) Robert Smith, Director of the Funeral Service Program for Mercer County Community College

Correspondence was received from Mr. Smith wherein he cordially invites members of the Board to attend the Funeral Service Advisory Commission meeting which is scheduled for Thursday, December 10, 2009.

Mr. Smith informed the Board that lunch would commence at 12:45 P.M. and the meeting would commence promptly at 1:30 P.M. on the College Campus.

X) OPEN DISCIPLINARY MATTERS

A) 09-30 Manuel Martinez's Interim Consent Order

Mr. Martinez's Interim Consent Order was filed with the Board on November 10, 2009.

B) 09-48 Krowicki Mc Cracken Funeral Home, Linden, Mgr., Jacob Krowicki Jr.

In response to the UPL, Mr. Krowicki submitted a written statement for the Board's consideration for violation of **16C.F.R.** § 453.3 (c)(2), **N.J.A.C.** 13:36-9.11(b) and **N.J.A.C.** 13:36-9.6 and 9.5. **Note:** Price list from the last inspection of March 28, 2008 is attached.

In his correspondence, Mr. Krowicki is alleging that he submitted the incorrect price list.

On a motion made by Marius Lombardi, seconded by Ana Zevallos, the Board voted to uphold it original decision. The vote of the Board was unanimous.

XI) ITEMS FOR DISCUSSION

- A) Proposed Amendment for N.J.A.C.13:36-1.9 “Statement of Funeral Goods and Services Selected”

The proposed amendment for N.J.A.C.13:36-1.9 “Statement of Funeral Goods and Services Selected have been published in the New Jersey Register for the 60 day comment period. When the comments are received by the Board office, they will be provided to the Board for review.

- B) 05-85 DAG Krugman Board update

DAG Krugman updated the Board with the conditions of the Provisional Order of Discipline. Discussion needed to determine the terms of the Final Order of Discipline.

This matter was tabled until response has been received.

XII) EXECUTIVE SESSION

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.

XIII) ADJOURNMENT

On a motion made by Marius Lombardi, seconded by Lloyd Wimberg, the Board voted to adjourn the Public Session meeting at 10:45 A.M. to reconvene in Executive Session. The vote of the Board was unanimous.

Respectfully submitted,

Thomas Brown
Board Secretary