

**THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE  
124 HALSEY STREET, NEWARK NJ, 07101  
HUDSON ROOM, 6TH FLOOR  
9:30 A.M., TUESDAY, DECEMBER 2, 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  
Garrett C. Jones  
Curtis S. Macysyn (Public Member) - arrived 10:18 A.M.  
Bayode Olabisi (Public Member) - arrived 9:52 A.M.  
Anthony J. Papavero Jr.  
John Radzieta Sr.  
Lloyd Wimberg - left at 10:43 A.M.

**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 October 7, 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 October/November are nine (9) and the total for 2014 are 45.

Mr. Madin reported that the next regular scheduled Board meeting has been scheduled for Tuesday, January 6, 2015, in the Hudson Conference Room, 6<sup>th</sup> floor.

Mr. Madin reported that 13 Candidates passed and 4 failed the October 17, 2014 Jurisprudence Examination held at Mercer County Community College.

Regulation Analyst, Rachel Glasgow, was scheduled to arrive at 9:30 a.m. for the open Discussion of P.L. 2013, chapter 182. Mr. Madin reported that Ms. Glasgow was unable to attend and this matter will be held until the next monthly meeting.

Mr. Madin informed the Board that in the event of inclement weather to call 973-424-8140 for information regarding whether the office is open, closed or having a delayed open.

**INTERN REGISTRATIONS**

Lamar Bagwell, Bagwell Funeral Home  
Sheree Campbell, Campbell Funeral Chapel, Inc.  
Stephen Eidlen, Old Bridge Funeral Home  
Isabelle Knott, Knott's Colonial Funeral Home  
Esther Park, M.J. Murphy Funeral Home  
Johnathan Scull, Adams-Perfect Funeral Home  
Brigitte Simons, Gardner Funeral Home  
Torrey Tillery, Woody Home for Services  
Brittany Van Arsdale, Bruce C. Van Arsdale Funeral Home  
Rachel Zeberl, Tilghman Funeral Home, Inc.

This was for the Board's information only.

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### **NEW LICENSEES**

Asia Atkins	Licensed by Application
Susan Boyd-Judkins	Licensed by Application
Darien Davis	Licensed by Credentials
Margaret Dos Anjos	Licensed by Credentials
Max Orland	Licensed by Application
Kaitlyn Schaeffer	Licensed by Application
Kyjuan Tyree Westry	Licensed by Application
Tracy Zbierski	Licensed by Application

*Licensed by Application for 2014: 25      Licensed by Credentials for 2014: 2*

This was for the Board's information only.

### **NEW INSTALLATIONS**

Charles A. West Funeral & Cremation Service, LLC, Bayonne, Mgr., Charles A. West  
Halpin-Bitecola Brookdale Funeral Home & Cremation Service, Bloomfield, Mgr., Daniel  
Bitecola, III  
San Camilo Funeral Home, Newark, Mgr., Jaime Alvarez  
Chadwick Memorial Home, Riverside, Mgr., Jeffrey Heagen  
Affordable Cremation, Newark, Mgr., Rita Alvarez  
Latino Americano Funerala, LLC, Somerville, Mgr., Anna Louis Bongiovi  
Wright & Ford Family Funeral Home and Cremation Services LLC, Flemington, Mgr., Daniel  
James Wright

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**CONTINUING EDUCATION**

*(Approved courses are found on the state website [www.njconsumeraffairs.gov/mort](http://www.njconsumeraffairs.gov/mort) under the licensee tab)*

**A) Selected Independent Funeral Homes: Amy Hunt**

(Additional information provided to Chairman Bechtold only)

1) 2015 NextGen Seminar (1/25-29/15) **8.5hrs**

**B) Regulatory Support Services, Inc.: Twila Dickerson**

1) Annual OSHA Training: Breaking The Chain of Infection (various) **1hr**  
2) Annual OSHA Training: Compliance With HazCom.....(various) **1hr**  
3) Annual OSHA Training: Pushing The Envelope:...(various) **1hr**  
4) Funeral Packages and Special Charges (various) **2hrs**

**C) New Jersey Funeral Service Education Corp: Kaitlyn Lynch**

1) What Do We Tell The Children? Talking to Kids.....(9/30/14) **1hr**

**D) National Funeral Directors Association: Kathleen Walczak**

1) Are You Ready for an Ebola Call? (11/18/14) **1.5hrs**

**E) National Funeral Directors Association: Kathleen Walczak**

(Additional information emailed to Chairman Bechtold only)

1) NFDA Certified Crematory Operator Program (10/29/14) **0hrs**

**F) Morris County Funeral Director Association: Mark Connor**

1) 60 Minutes To Better Embalming/Ready or Not.....(12/2/14) **2hrs**

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**G) FuneralCE: Jana Pugh**

(Additional information provided to Chairman Bechtold only)

1) Bloodborne Pathogens (home study)	<b>3hrs</b>
2) Communicating Effectively with Seniors (home study)	<b>2hrs</b>
3) Conflict Resolution for Funeral Directors (home study)	<b>3hrs</b>
4) Cremation Best Practices (home study)	<b>3hrs</b>
5) Funeral Customs with Military Honors (home study)	<b>3hrs</b>
6) Intercultural Burials (home study)	<b>3hrs</b>
7) Managing Grief: A Guide for the Funeral.....(home study)	<b>4hrs</b>
8) OSHA Practice Standards For Funeral.....(home study)	<b>3hrs</b>
9) OSHA Workplace Rights (home study)	<b>2hrs</b>
10) Public Speaking for Funeral Directors (home study)	<b>2.5hrs</b>
11) Understanding Social Security: Case Studies...(home study)	<b>4hrs</b>
12) Working Ethically with Seniors (home study)	<b>5hrs</b>

**H) Middlesex & Somerset County Funeral Directors Association: Francis Carrasco**

1) NJ Mission of Honor for Cremains of American Veterans (11/20/14)	<b>1hr</b>
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**I) International Cemetery and Funeral Association: Daniel Osorio**

1) 2015 Wide World of Sales Conference
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The committee reported that section E) National Funeral Directors Association was not approved; section G) FuneralCE, number 12 the course is approved for credit under N.J.A.C. 13:36-10.6, but cannot be applied to N.J.A.C. 13:36-10.3 (b)2 requiring three hours of in-person attendance for ethics and law courses. 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**

Linda Van Arsdale, Preneed Services of Choices, informed the Board that they were authorized to prepare the notification letters to the purchasers of records regarding the change of ownership for San Camilo Funeral Home. This was for the Board's information only.

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Linda Van Arsdale, Preneed Services of Choices, informed the Board that they were authorized to prepare the notification letters to the purchasers of records regarding the change of ownership for Frank Halpin's Brookdale Funeral Home. This was for the Board's information only.

Xenia Ware, informed the Board of the passing of Nathaniel Small, Sr., and the decision to hire Kevin Small as the new manager. This was for the Board's information only.

Intern Mohammed Hussain, is requesting permission to complete his embalming requirements at Perry Funeral Home, under the supervision of Curtis Martin. On motion made by Mr. Bechtold, seconded by Mr. Papavero, the Board determined to approve his request. All voted in favor of the motion.

**OPEN DISCIPLINARY MATTERS**

#14-03 Michael Paskas, issued the final payment for the violation of N.J.A.C.13:36-4.1 (a) (b) on October 1, 2014. This was for the Board's information only.

**ITEMS FOR DISCUSSION**

Open discussion of P.L. 2013, chapter 182, which is titled Applicability; renewals; reinstatements.

Pennsylvania has a new statute, Act 31 Child Abuse Recognition which requires the limited Pennsylvania licensee's to complete two (2) hours of continuing education for child abuse. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board determined to get an opinion from the New Jersey State Funeral Directors Association. All voted in favor of the motion.

**PUBLIC COMMENTS**

Adam Guziejewski, NJSFDA informed the Board that with regards to the Religious Cemetery Bill the association would like to see the same separation for cemeteries, and funeral homes that you cannot sell monuments, vaults or get into the funeral business. On motion made by Mr. Wimberg, seconded by Mr. Papavaro, the Board determined that they have no position on the matter at this time. All voted in favor of the motion.

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**EXECUTIVE SESSION** - 10:07 A.M. On motion made by Mr. Wimberg, seconded by Mr. Olabisi, 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,

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Thomas M. Keiser, Jr.,  
Secretary

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Dated