1) OPEN STATEMENT

2) ROLL CALL

Charles F. Bechtold, President
Thomas M. Keiser, Jr., Secretary
Mark Bannworth
Jeffrey R. Fleming
Thomas Giordano Sr.
Curtis S. Macysyn (Public Member)
James J. Marrocco
Hillary Spadaccini (Public Member)
Michael T. Sutton
Bruce Van Tassel

3) APPROVAL OF MINUTES

A) October 3, 2017

4) EXECUTIVE DIRECTOR'S REPORT

A) Total number of complaints received in November: 10  Total for 2017: 52

B) Next Board meeting: Tuesday, January 9, 2018, Somerset Conference Room, 6th floor.

C) 12 Passed and 8 failed the October 20, 2017 Jurisprudence Examination.

D) Regulatory Analyst, Rachel Glasgow is scheduled to appear at 10:00 a.m. to discuss the adoption notice for the proposed fee increase.
5) **INTERN REGISTRATIONS**

A) David Gilliam, Rowe Lanterman Home For Funeral  
B) Andrew Messineo, Allwood Funeral Home  
C) Julia Prout, Prout Funeral Home  
D) Rhiannon Robinson, Manchester Memorial Funeral Home, LLC  
E) Theresa Scandiffio, S. W. Brown & Son Funeral Home  
F) Torrey Tillery, Woody Home For Services  
G) Chevelle Warren, Chapels of Eden  
H) Grace Yi, S.W. Brown & Son Funeral Home

*New intern registration for 2017: 52*

6) **NEW LICENSEES**

A) Kirk Barrow Licensed by Credentials  
B) Stephanie M. Burke Licensed by Application  
C) Giancarlo Calixto Licensed by Application  
D) Anthony Cartagena Licensed by Credentials  
E) Klisman L. Castro Licensed by Application  
F) Melanie Chongolola-Nestor Licensed by Application  
G) Mark Ciesla Licensed by Application  
H) Aisha Qureshi Licensed by Credentials

*Licensed by Application for 2017: 23*  
*Licensed by Credentials for 2017: 6*

7) **NEW INSTALLATIONS**

A) Paak Funeral Home Inc., Sayreville, Mgr., Aisha Qureshi

*New Installation received in November: 1*  
*Total for 2017: 14*
8) CONTINUING EDUCATION

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

A) National Funeral Directors Association: Jackie Ellis

1) Preparing For A Successful Family.... (11/16/17) 1hr
2) 50 Shades of Green (12/7/17) 1hr

B) Morris County Funeral Directors Association: Mark Connor

1) Social Services Funeral In NJ New Forms....(9/5/17) 1hr

C) Islamic Burial Services: Hawwah Karim

1) The Islamic Funeral System (various) 1hr

D) Lester Venella

1) Right To Control A Funeral (various) 1hr

E) Regulatory Support Services, Inc.: Twila Dickerson

1) OSHA- Your Compliance Toolbox (various) 2hrs
2) FTC-Learning From Mistakes (various) 1hr
F) International Order of the Golden Rule: Jessica Smith

1) How to Drive Leads on Social Media:... (11/9/17) 1hr
2) Exchanging Information Online:...(12/7/17) 1hr

G) Monmouth & Ocean Funeral Directors Association: George Jeffrey Lovas

1) Logistics For High Profile Funerals...(TBD) 2hrs

9) CORRESPONDENCE

A) Dustin Wardlow informed the Board that as of October 1, 2017 the Conference, will no longer be issuing exam scores through postal mail, instead all scores will be electronically transferred through Egress. FYI.

B) Linda Van Arsdale, Trust Project Manager for Choices, informs the Board that they were authorized to prepare the notification letters to the preneed purchasers, regarding the closing of Johnesee Nutley Home for Funerals. FYI.

C) Intern Nkam Mongwa is requesting that the Board accept his late monthly reports and allow him to serve his internship at a second funeral home. Attached are nine (9) monthly reports, which were received on October 30, 2017. Please Note: Internship began on December 7, 2016.

10) OPEN DISCIPLINARY MATTERS

A) 15-05 David Davis, Manager of the David Davis Jr. & Sons Funeral & Cremation Services Inc., is requesting a formal hearing for the $1,000.00 Uniform Penalty Letter that was issued on September 27, 2017 for the violation(s) of N.J.A.C.13:36-6.1 and N.J.A.C.13:36-6.4.
B) 17-08 Robert Brown, Manager of the Chapels of Eden Funeral Home Inc., paid the penalty of $500.00 for the violation N.J.A.C. 13:36-1.9 (a) and N.J.A.C. 13:36-1.9 (c) on September 10, 2017. FYI.

C) 17-48 Jason Papavero, Manager of the Asia Funeral Service LLC, paid the penalty of $100.00 for the violation N.J.A.C. 13:36-4.1 (a) (b) on October 16, 2017. FYI.

11) ITEMS FOR DISCUSSION

A) Regulatory Analyst, Rachel Glasgow is scheduled to appear at 10:00 a.m. to discuss the drafted adoption notice, the public comment from the New Jersey State Funeral Directors Association and the fee increase proposal as it appeared in the New Jersey Registrar on August 7, 2017.

12) EXECUTIVE SESSION - 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.

13) ADJOURNMENT