

Monday – July 19, 2010

The Board of Embalmers and Funeral Directors met in regular session in the Riffe Center at 77 South High Street in Columbus, Ohio. Robert J. Wasko, Vice-President, called the meeting to order at 1:08 P.M. Other board Members present were: Linda M. Betzer, Robert C. Carter, Thomas T. Fleming, Ty D. Marsh, Roger Primm, and Pamela Williams-Briggs. Staff members present were: Walter McNamara, Assistant Attorney General; Lisa A. Bruns, Inspector; Jennifer Baugess, Administrative Assistant; Lena Wright, Administrative Assistant and Ann Cunningham, Executive Director. Also in attendance were Mrs. Roger Primm, Mr. and Mrs. John Hadley.

◆◆◆◆◆

Vice-President Wasko congratulated Ms. Betzer on her reappointment to the Board, and welcomed Mr. Carter and Mr. Fleming as new Board Members.

◆◆◆◆◆

On a motion by Ms. Betzer, seconded by Mr. Marsh, the Board approved, as amended, the minutes of the meeting held on June 14-15, 2010. Ayes: 7. Nays: 0. Motion approved.

◆◆◆◆◆

Vice-President Wasko recognized former Board Member, John Hadley, who thanked the Board and Staff for their support during his time on the Board.

Mr. Marsh expressed appreciation for Mr. Hadley's leadership, a sentiment which was echoed by the entire Board.

◆◆◆◆◆

Reorganization

Ms. Betzer nominated Mr. Wasko for President for Fiscal 2011, and Mrs. Williams-Briggs seconded the nomination. The nomination was closed, and the Executive Director called the Roll of the Board. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

Ms. Betzer nominated Mr. Primm for Vice-President for Fiscal 2011, and Mrs. Williams-Briggs seconded the nomination. The nomination was closed, and the Executive Director called the Roll of the Board. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Recused; Wasko, Aye; Williams-Briggs, Aye.

Ms. Betzer nominated Mrs. Williams-Briggs for Secretary-Treasurer for Fiscal 2011, and Mr. Primm seconded the nomination. The nomination was closed, and the Executive Director called the Roll of the Board. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Recused.

President Wasko announced that committee assignments would be determined on Tuesday.

◆◆◆◆◆

On a motion by Mr. Marsh, seconded by Mr. Primm, the Board voted to accept the retirement of Executive Director Ann Cunningham, effective October 31, 2010. Roll Call Vote: Betzer, Nay; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye. Motion approved.

◆◆◆◆◆

President Wasko recognized Mr. Primm who thanked the Board Members and Staff for their prayers and cards during his recent illness. Mr. Primm reminded the Board and Staff of his invitation to gather in Ashland on July 31 along with former Board Members.

◆◆◆◆◆

Executive Director's Report

The Executive Director reported that A.A.G. Cheryl Hawkinson was recovering and will return to work on July 26.

◆◆◆◆◆

Board Members were informed that the State will begin Budget preparation for Fiscal Years 2012-2013 on August 1, and the Board's proposal is due November 1.

◆◆◆◆◆

The Executive Director reported that Mrs. Baugess and Mrs. Bruns attended the Attorney General's training on Sunshine Laws on July 17, 2010.

◆◆◆◆◆

Board Members were given a copy of a Federal Trade Commission opinion dated April 19, 2010, that addressed the question of whether the Funeral Rule prohibits a number of practices by funeral providers allegedly encountered by Universal Casket when attempting deliveries of third-party caskets purchased by consumers from Costco.

◆◆◆◆◆

The Executive Director provided information on the International Conference of Funeral Service Examining Boards [Conference], National Board and Ohio Laws Examinations, and the annual meeting of the Conference attended by the Executive Director, President and Secretary-Treasurer. Board Members received a copy of the Conference Directory and the latest Conference Report.

◆◆◆◆◆

Board Members received news articles concerning the Pennsylvania Funeral Directors Association settlement in defamation litigation, New York State votes to make embalming fluid an illegal drug and an Appeals Judge ruling against veterans agency in a budget dispute.

◆◆◆◆◆

Licensure

There were no applications for a crematory facility license for an existing facility with a change of location or ownership.

◆◆◆◆◆

On a motion by Mr. Fleming, seconded by Ms. Betzer, the Board voted to approve an application for crematory facility license pending receipt of the occupancy permit and final inspection by the Board. Ayes: 7. Nays: 0. Motion approved. [List attached]

◆◆◆◆◆

There were no previously approved applications for crematory facility license that submitted an occupancy permit and had a final inspection.

◆◆◆◆◆

On a motion by Ms. Betzer, seconded by Mr. Fleming, the Board voted to approve an application for embalming facility license. Ayes: 7. Nays: 0. Motion approved. [List attached]

◆◆◆◆◆

There were no previously approved applications for embalming facility license pending receipt of an occupancy permit and a final inspection.

◆◆◆◆◆

There were no previously approved applications for embalming facility license that submitted an occupancy permit and had a final inspection.

◆◆◆◆◆

On a motion by Mrs. Williams-Briggs, seconded by Ms. Betzer, the Board voted to approve applications for funeral home license for existing facilities because of a change of location or ownership. Ayes: 7. Nays: 0. Motion approved. [List attached]

◆◆◆◆◆

On a motion by Ms. Betzer, seconded by Mr. Marsh, the Board voted to approve two applications for funeral home license submitted for Walker Funeral Home. Ayes: 6. Nays: 1. Motion approved. [List attached]

◆◆◆◆◆

On a motion by Ms. Betzer, seconded by Mr. Marsh, the Board voted to approve applications for funeral home license pending receipt of an occupancy permit and final inspection by the Board. Ayes: 7. Nays: 0. Motion approved. [list attached]

◆◆◆◆◆

Previously, the Board approved the issuance of funeral home licenses after approval of the application, receipt of the occupancy permit, and the final inspection. The funeral home license numbers were issued the date of the final inspection. [List attached]

◆◆◆◆◆

On a motion by Ms. Betzer, seconded by Mrs. Williams-Briggs, the Board voted to grant embalmer and/or funeral director licenses to qualified applicants. Ayes: 7. Nays: 0. Motion approved. [list attached]

◆◆◆◆◆

The Board reviewed a list of individuals, who were issued embalmer and/or funeral director registration numbers during the month of June 2010. [List attached]

◆◆◆◆◆

The Board reviewed a list of individuals who certified embalmer and/or funeral director apprenticeships during the month of June 2010. [list attached]

◆◆◆◆◆

The Board reviewed a chart of the number of registrations, certifications, apprenticeship reports, and new licenses issued from July 2009 through June 2010. [see attached chart]

◆◆◆◆◆

Fiscal

Ms. Wright reported on fiscal matters, and the Board Members reviewed the revenue journal, which indicated that the Board collected \$7,490.00 in June for a total of \$60,918.47 for Fiscal Year 2010. The Board reviewed a list of ten vouchers for the month of June, and the Budget Overview chart of allotments and expenses. Board Members received a news article titled "Budget Office Guidelines for State Agencies Provide Scenarios for 100% and 90% of Current Funding."

◆◆◆◆◆

Committees

Mrs. Williams-Briggs reported on the Apprenticeship Committee, in particular a perceived problem of not serving the community or profession, the need for more flexibility and creating a list of required tasks.

◆◆◆◆◆

Compliance

Inspector Bruns read Inspector Anderson's report and presented her report for the period of June 6, 2010 through July 17, 2010. [See attached reports]

The Board Staff explained that the Inspectors plan to inspect every funeral home once a year, and that investigation of complaints take priority over inspections.

◆◆◆◆◆

Mrs. Baugess reported that there are twelve pending complaints, twenty-two complaints pending hearings, settlements or Board-Ordered compliance.

The Board received forfeitures from Wellman Funeral Home, Shorten and Ryan Funeral Home, Rossi Funeral Home, O'Keefe-Baker Funeral Home, and Ourant Funeral Home.

The Board Staff conducted one hearing, scheduled four hearings with five hearings to be scheduled. In addition the Assistant Attorney General is working on possible settlements. There are three outstanding Reports and Recommendations.

Mrs. Baugess explained the procedure for Administrative Hearings and Reports and Recommendations.

◆◆◆◆◆

The Board reviewed a list of amendments to change the manager and/or the funeral director actually in charge of and ultimately responsible for the funeral home. [see attached list]

◆◆◆◆◆

Compliance Motion No. 1

On a motion by Ms. Betzer, seconded by Mrs. Williams-Briggs, the Board voted to close four investigatory files. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

◆◆◆◆◆

Compliance Motion No. 2

On a motion by Mr. Fleming, seconded by Ms. Betzer, the Board voted to table the motion consideration of complaint #1004064. Ayes: 7. Nays: 0. Motion approved.

◆◆◆◆◆

Compliance Motion No. 3

After reviewing a letter from Mark W. Beck and on a motion by Ms. Betzer, seconded by Mr. Marsh, the Board accepted a settlement negotiated by Cheryl Hawkinson, Assistant Attorney General and Mark. W. Beck for a charge for violation of R.C. 4717.14(A)(4) for unprofessional conduct, specifically for requesting a loan from R. Mae Reed after meeting with Ms. Reed to discuss her funeral arrangements. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

◆◆◆◆◆

Compliance Motion No. 4

On a motion by Ms. Betzer, seconded by Mrs. Williams-Briggs, the Board voted to charge Joseph Nero and the Vito-Nero Funeral Home with violation of R.C. 4717.06(B)(1) for failure to display the embalmer, funeral director and funeral home licenses in a conspicuous place within the funeral home, R.C. 4717.14(A)(4) for unprofessional conduct, and specifically for failure to comply with the Board's request

during an inspection or investigation, a violation of Ohio Administrative Code 4717-1-31(C). The Board offered Mr. Nero the option to pay a forfeiture of \$500. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

◆◆◆◆◆

Compliance Motion No. 5

On a motion by Ms. Betzer, seconded by Mr. Primm, the Board voted to charge Monique L. Smoot and the Smoot Funeral Home with violation of R.C. 4717.14(A)(4) for unprofessional conduct, specifically for errors made relating to the funeral service of James E. Roberts. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

◆◆◆◆◆

Compliance Motion No. 6

On a motion by Ms. Betzer, seconded by Mr. Primm, the Board voted to charge Marlan J. Gary and the Marlan J. Gary Funeral Home with violation of R.C. 4717.14(A)(4) for unprofessional conduct, and R.C. 4717.24(A)(17) which requires the funeral director to certify that the dead human body delivered to the crematory facility is that of the decedent identified on the authorization form, specifically for failing to certify that the body delivered to the crematory facility was that of Chase Z. Fine, and permitting the driver he contracted with to deliver the body directly from the coroner's office without him properly certifying the identity of the deceased. Roll Call Vote: Betzer, Aye; Carter, Aye; Fleming, Aye; Marsh, Aye; Primm, Aye; Wasko, Aye; Williams-Briggs, Aye.

◆◆◆◆◆

On a motion by Mr. Primm, seconded by Ms. Betzer, the Board amended the list of new licensee by granting embalmer and funeral director licenses to Jessica Warner. Ayes: 7. Nays: 0. Motion approved.[see attached]

On a motion by Ms. Betzer, seconded by Mr. Fleming, the Board amended the list of new funeral home licenses by granting a license to Esposito Mortuary Service in Parma. Ayes: 7. Nays: 0. Motion approved. [See attached]

◆◆◆◆◆

Compliance Mail No. 1

The Board reviewed a letter from Jean M. Pastore, concerning the role of the funeral director actually in charge of and ultimately responsible for the funeral home. Secretary to respond that the Board appreciates being informed of the continued transitions at the funeral home.

◆◆◆◆◆

Compliance Mail No. 2

The Board reviewed a letter from Jeffrey L. Smith concerning firm title. The Board accepted the change of firm title from "Sanford-Eichholtz Funeral Home" to "Smith Eichholtz Funeral Home" in Lakeview. Secretary to inform Mr. Smith that all signage and advertisement must reflect the new firm title.

◆◆◆◆◆

Compliance Mail No. 3

The Board reviewed a letter from James P. Murphy concerning firm title. The Board accepted the change of firm title from "Nicol-Wells-Kloss Funeral Home" to "Nicol-

Wells-Kloss-Murphy Funeral Home” in Lyndhurst and South Euclid. Secretary to inform Mr. Murphy that all signage and advertisements must reflect the new firm title.



The Board recessed at 4:15 P.M.



Tuesday – July 20, 2010

The Board reconvened at 9:03 A.M. in the Riffe Center in Columbus, Ohio. President Robert J. Wasko presided. Present were: Linda M. Betzer, Robert C. Carter, Thomas T. Fleming, Ty D. Marsh, Roger Primm, Pamela Williams-Briggs, Lisa A. Bruns, Jennifer L. Baugess, and Ann Cunningham.

Continuing Education

The following motions involve the continuing education programs considered by the Board during the July 2010 meeting, and are posted on the Board’s website under Continuing Education.



On a motion by Mr. Marsh, seconded by Ms. Betzer, the Board approved, and where indicated denied, the applications for Prior Approval continuing education programs. Ayes: 7. Nays: 0. Motion approved.



On a motion by Mr. Primm, seconded by Mrs. Williams-Briggs, the Board approved, and where indicated denied, the applications for Blanket with Date continuing education programs. Ayes: 7. Nays: 0. Motion approved.



On a motion by Mr. Marsh, seconded by Mrs. Williams-Briggs, the Board approved, and where indicated denied, the applications for Blanket continuing education programs. Ayes: 7. Nays: 0. Motion approved.



On a motion by Mrs. Williams-Briggs, seconded by Ms. Betzer, the Board approved, and where indicated denied, the applications for Individual continuing education programs. Ayes: 7. Nays: 0. Motion approved.



On a motion by Mr. Primm, seconded by Ms. Betzer, the Board approved the following application for exemption and/or waiver. Ayes: 7. Nays: 0. Motion approved.

<u>Waiver</u>	<u>Exemption</u>	<u>Licensee</u>	<u>Granted/denied</u>
	X	Kussai, Carol A	Granted



Committee Assignments

President Wasko assigned the Board Members to the following Committees:
Crematory Review: Mr. Fleming, Mr. Marsh, and Mr. Wasko.
Apprenticeship Guidelines: Ms. Betzer, Mr. Wasko, and Mrs. Williams-Briggs.
Continuing Education: Mr. Carter, Mr. Primm, Mrs. Williams-Briggs
Preneed: Ms. Betzer, Mr. Carter, Mr. Fleming
Staff: Mr. Wasko, Mr. Primm, Mrs. Williams-Briggs

◆◆◆◆◆

On a motion by Mr. Marsh, seconded by Mr. Fleming, the Board meeting adjourned at 9:30 A.M.

◆◆◆◆◆

Robert J. Wasko, President

Attest: _____
Pamela Williams-Briggs, Secretary-Treasurer

Date: Board Meeting July 19-20, 2010

RE: APPLICATION FOR CREMATORY FACILITY

new facility/new building – consideration & approval of paperwork

<u>Crematory Facility</u>	<u>Location</u>	<u>County</u>
Tidd Crematory	Hilliard	Franklin

Re: APPLICATION FOR EMBALMING FACILITY

*existing embalming facility – change of location and/or ownership **effective meeting date***

<u>License no.</u>	<u>Embalming Facility</u>	<u>Location</u>	<u>Inspection</u>
EFAC000007	H T Walker Embalming	Cincinnati	7/14/10

RE: APPLICATIONS FOR FUNERAL HOME LICENSE

<u>License No.</u>	<u>Firm Title</u>	<u>Location</u>	<u>Inspection</u>
FH003136	Davis-Becker	Boardman	05/07/09
FH003137	Dostal FS Inc	North Olmsted	07/28/09
FH003138	Walker FH	Cincinnati	7/14/10
FH003139	Walker FH	Mt Healthy	09/23/09
FH003140	Zak-Thacker & Monbarren FH	Dalton	07/16/08
FH003141	Zak-Thacker & Monbarren FH	Doylestown	10/15/09
FH003143	Esposito Mort Svc Inc	Parma	leasing

new facility/new building – consideration & approval of paperwork

<u>Firm Title</u>	<u>Location</u>	<u>County</u>
Borowski MH	Warren	Trumbull
Brown FC	Ironton	Lawrence
Slack & Wallace FH	South Point	Lawrence

NO MOTION

Previously, the Board approved the issuance of a funeral home license to the following **after** approval of the application, receipt of the occupancy permit, and the final inspection. The funeral home license no. was issued the date of the final inspection.

<u>License No</u>	<u>Funeral Home</u>	<u>Location</u>	<u>Issue date</u>
FH003142	Brown FC	Ironton	07/19/10
FH003135	Catchen Family FH	Cincinnati	06/24/10

**STATE OF OHIO
BOARD OF EMBALMERS AND FUNERAL DIRECTORS**

LICENSURE #2A

INITIAL LICENSES TO BE GRANTED BY MOTION OF THE BOARD - JUNE 2010

License #	uppername	effective date	city
EMB009406	FRUCHEY NIKKOLE	20100719	CINCINNATI
FD009428	FRUCHEY NIKKOLE	20100719	CINCINNATI
FD009429	GRAY FRANKLIN	20100719	RAVENNA
FD009430	SCHOEDINGER KEVIN	20100719	COLUMBUS
FD009431	STAUFFER STACEY	20100719	LISBON
EMB009407	WARNER JESSICA	20100719	MECHANICSBURG
FD009431	WARNER JESSICA	20100719	MECHANICSBURG

**STATE OF OHIO
BOARD OF EMBALMERS AND FUNERAL DIRECTORS**

LICENSE #2B

REGISTRATION

The following individuals qualified for an embalmer and/or a funeral director
Registration Number during the month of June 2010

License Number	Name	City	effective date
EMB 0353	BALES DEREK	EATON	20100604
FD 0530	BALES DEREK	EATON	20100604
FD 0536	BROWN RICHARD	MAUMEE	20100614
EMB 0351	JAMISON TYLER	COSHOCTON	20100614
FD 0528	JAMISON TYLER	COSHOCTON	20100614
FD 0531	LUCAS SHARON	CANTON	20100616
EMB 0344	PAVLEY MATTHEW	OREGON	20100601
FD 0522	PAVLEY MATTHEW	OREGON	20100601
EMB 0347	PFAHLER DENISE	CINCINNATI	20100602
FD 0524	PFAHLER DENISE	CINCINNATI	20100602
EMB 0354	ROBERTS JARAD	WOOSTER	20100603
FD 0533	ROBERTS JARAD	WOOSTER	20100603
EMB 0345	SCHAFFER REBECCA	LOVELAND	20100601
FD 0523	SCHAFFER REBECCA	LOVELAND	20100601
EMB 0348	TSCHERNE BRETT	OREGON	20100628
FD 0525	TSCHERNE BRETT	OREGON	20100628
FD 0526	VANBRIMMER ANDREA	MARYSVILLE	20100618
EMB 0349	VANBRIMMER ANDREA	MARYSVILLE	20100618

STATE OF OHIO
 BOARD OF EMBALMERS AND FUNERAL DIRECTORS

LICENSE #2C

CERTIFICATION

The following individuals qualified for an embalmer and/or a funeral director apprenticeship
 Report generated on 7/15/2010 at 8:59:10 AM

License Number	Name	Funeral Home	City	effectivedate
FD 0520	BARNES BRITNEY	JAMISON JAMISON & BROWN	FOREST PARK	20100602
EM 0342	BARNES BRITNEY	JAMISON JAMISON & BROWN	FOREST PARK	20100602
FD 0521	FENDER DAVID	BEAM FENDER FH	SARDINIA	20100611
EMB 0343	FENDER DAVID	BEAM FENDER FH	SARDINIA	20100601
FD 0519	GRANT OWEN	E F BOYD & SONS	WARRENSVILLE HTS	20100608
EMB 0351	JAMISON TYLER	GIVEN DAWSON FH	COSHOCTON	20100628
FD 0528	JAMISON TYLER	GIVEN DAWSON FH	COSHOCTON	20100628
EMB 0344	PAVLEY MATTHEW	EGGLESTON MEINERT & PAVLEY	OREGON	20100629
FD 0522	PAVLEY MATTHEW	EGGLESTON MEINERT & PAVLEY	OREGON	20100629
EM 0354	ROBERTS JARAD	ROBERTS FH	WADSWORTH	20100628
FD 0533	ROBERTS JARAD	ROBERTS FH	WADSWORTH	20100628
EMB 0346	WISE DOUGLAS	MILLER FH	LIMA	20100614

Board meeting: 7/19/2010 FY2010

<i>Actual month collected</i>	<i>JUL</i>	<i>AUG</i>	<i>SEP</i>	<i>OCT</i>	<i>NOV</i>	<i>DEC</i>	<i>JAN</i>	<i>FEB</i>	<i>MAR</i>	<i>APR</i>	<i>MAY</i>	<i>JUN</i>	<i>Fiscal Year</i>
<i>registrations</i>													<i>total</i>
embalmer	6	none	1	3	2	1	1	11	1	0	6	8	40
funeral director	10	none	5	6	4	1	2	11	3	1	8	10	61
total	16	none	6	9	6	2	3	22	4	1	14	18	101

<i>certified apprentices</i>													<i>total</i>
embalmer	5	2	1	1	3	2	1	8	3	0	3	6	35
funeral director	7	3	3	5	4	2	1	9	4	2	5	6	51
total	12	5	4	6	7	4	2	17	7	2	8	12	86

<i>Embalmer apprentice Reports</i>													<i>total</i>
quarterly reports	97	115	43	109	49	56	98	96	43	81	24	55	866
master reports	16	19	7	18	8	9	16	16	7	13	4	6	139
Board Member interview	2	9	5	2	4	0	2	7	6	2	0	4	43
total	115	143	55	129	61	65	116	119	56	96	28	65	1048

<i>Funeral Director apprentice Reports</i>													<i>total</i>
quarterly reports	246	206	104	252	135	87	240	165	88	204	60	93	1880
master reports	41	34	17	42	22	14	40	27	14	34	10	16	311
Board Member interview	7	15	6	6	10	5	6	9	7	5	0	0	76
total	294	255	127	300	167	106	286	201	109	243	70	109	2267

<i>new license issued</i>													<i>total</i>
embalmer	7	5	5	3	3	5	0	7	6	5	2	1	49
funeral director	9	8	7	4	3	5	1	8	8	6	3	4	66
total	16	13	12	7	6	10	1	15	14	11	5	5	115

Numbers represent actual documents received by Board office in designated month.

Time period start: 6/6/2010 end: 7/17/2010 Board Meeting 19-Jul-2010 FY 2011

<i>Board Meeting</i>	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year total	
mileage	3,910												3,910	
apprentices	2												2	
<i>Inspections - Annual</i>													<i>completed</i>	<i>remaining</i>
Crem Fac	50	5											5	45
Emb Fac	3	0											0	3
FH	613	58											58	555
Total	666	63	0	63	603									
<i>Inspections - Follow-up</i>													<i>completed</i>	
Crem Fac	0												0	
Emb Fac	0												0	
FH	0												0	
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Inspections - New Facility</i>													<i>completed</i>	
Crem Fac	0												0	
Emb Fac	0												0	
FH	1												1	
Total	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Investigations	2												2	
Violations	3												3	
Bd meetings	days	2											2	
Bd office	days	2											2	
Hearings	days												0	
Training	days												0	

There are twenty-six pay periods each Fiscal Year.

Inspectors submit one travel expense report every pay period [two weeks.]

This Inspector's report covers two 2-week expense report periods prior to Board Meeting.

Twice each Fiscal Year, the report covers three 2-week expense report periods.

Apprentices = number of apprentices the inspector talked with during a facility inspection.

Inspections - number of facilities inspected, number may include times when facility is not opened or no one is present.

Investigations = number of tasks; interviews with consumers/licenseses, procurement of court records/death certificates, meeting with other state/law enforcement agencies, etc.

Violations - number of violations noted on inspection reports.

Board meeting = number of days spent in Board Meeting.

Board Office = number of days spent in Board Office for AAG/Inspectors meetings, review of complaints, hearings, etc.

Training = number of days spent in class/training

Time period start: 6/6/2010 end: 7/17/2010 Board Meeting 19-Jul-2010 FY 2011

<i>Board Meeting</i>	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year total	
mileage	2,288												2,288	
apprentices	1												1	
<i>Inspections - Annual</i>													<i>completed</i>	<i>remaining</i>
Crem Fac	51	2											2	49
Emb Fac	2	1											1	1
FH	561	36											36	525
Total	614	39	0	39	575									
<i>Inspections - Follow-up</i>													<i>completed</i>	
Crem Fac	0												0	
Emb Fac	0												0	
FH	0												0	
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Inspections - New Facility</i>													<i>completed</i>	
Crem Fac	1												1	
Emb Fac	0												0	
FH	0												0	
Total	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Investigations	6												6	
Violations	1												1	
Bd meetings	days	2											2	
Bd office	days	2											2	
Hearings	days	1											1	
Training	days	1											1	

There are twenty-six pay periods each Fiscal Year.

Inspectors submit one travel expense report every pay period [two weeks.]

This Inspector's report covers two 2-week expense report periods prior to Board Meeting.

Twice each Fiscal Year, the report covers three 2-week expense report periods.

Apprentices = number of apprentices the inspector talked with during a facility inspection.

Inspections - number of facilities inspected, number may include times when facility is not opened or no one is present.

Investigations = number of tasks; interviews with consumers/licenseses, procurement of court records/death certificates, meeting with other state/law enforcement agencies, etc.

Violations - number of violations noted on inspection reports.

Board meeting = number of days spent in Board Meeting.

Board Office = number of days spent in Board Office for AAG/Inspectors meetings, review of complaints, hearings, etc.

Training = number of days spent in class/training

**AMENDMENTS TO CHANGE MANAGER and/or AIC/UR
July 19-20, 2010 BOARD MEETING
Changed 6/1/10 to 6/30/10**

Lic Number	Facility Name	Licensee by Last Name	Type	County
FH002853	Kerr-Pastore-Weber FH	Pastore Jean	AIC	Columbiana
FH002853	Kerr-Pastore-Weber FH	Pastore Jean	MGR	Columbiana
FH001920	Nicol Wells Kloss FH	Kelly Brian	MGR	Cuyahoga
FH002085	Nicol-Wells-Kloss FH	Murphy James	AIC	Cuyahoga
FH002310	Neidhard Gillen FH	Snow Stuart	AIC	Hamilton
FH002310	Neidhard Gillen FH	Snow Stuart	MGR	Hamilton
FH003066	Dombrowski-Humphrey-Riddle FH	Riddle Mark	AIC	Lorain
FH003066	Dombrowski-Humphrey-Riddle FH	Riddle Mark	MGR	Lorain
FH001927	Zak-Thacker & Monbarren FH	Thacker Donald	AIC	Wayne