



State of Ohio
Board of Embalmers and Funeral Directors

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MINUTES

Convening of the Board

The Board of Embalmers and Funeral Directors met in regular session on Monday, June 17, 2013, in the 31st Floor Boardroom of the Riffe Center located at 77 South High Street, Columbus, Ohio. Board President Ms. Pamela Williams-Briggs called the meeting to order at 1:03 p.m. Other Board members in attendance were Ms. Linda Betzer, Mr. Thomas Fleming and Mr. Greg Boyer. Board staff members present were Executive Director Ms. Vanessa Niekamp, Inspectors Mr. Eric Anderson and Mr. Troy Seehase, Office Personnel Ms. Linda Clark, Mr. Danny Finfrock, and Mr. Jarrod Williams. Also attending was Board Counsel, Assistant Attorney General Ms. Carla Dowling- Fitzpatrick.

Note: Board member Mr. Ty Marsh arrived to meeting 1:04 p.m.

Reading and Consideration of the Minutes

Board President Ms. Williams-Briggs asked for reading and consideration of the May 2013 meeting of the Board Minutes.

Note: Board member Mr. Robert Wasko arrived to meeting at 1:05 p.m.

On a motion by Ms. Linda Betzer, and seconded by Mr. Thomas Fleming, the Board voted to approve the May 2013 meeting of the Board Minutes. Ayes: 6, Nays: 0, Motion passed.

Persons before the Board

Board President Ms. Williams-Briggs offered greetings and welcomed all in attendance. Ms. Williams-Briggs called those scheduled to appear before the Board, one at a time, and instructed each person to speak clearly and audibly so all may hear.

Ms. Kim Baker appeared before the Board seeking a reciprocal license. Ms. Baker currently holds license credentials from the state of Pennsylvania. Ms. Baker is returning to a career as a Funeral Director and

Embalmer in Ohio after time away raising her family. She is a graduate of the Pittsburgh Institute of Mortuary Science and earned her Bachelor's degree from Kent State University of Ohio.

There was a questions and answers session between Ms. Baker and the Board.

On a motion by Mr. Robert Wasko, and seconded by Ms. Linda Betzer, the Board voted to approve the reciprocal licensure pending receipt of all applicable documentation to the Board office.

Ayes: 6, Nays: 0; Motion passed.

Mr. Allen Siverls appeared before the Board seeking a reciprocal license. Mr. Siverls relocated from the state of Michigan having accepted a position with Calhoun Funeral Services. He is a 2007 graduate of the Pittsburgh Institute of Mortuary Science. Mr. Siverls stated he has over twenty years of experience in his funeral services career.

There was a questions and answers session between Mr. Siverls and the Board.

On a motion by Ms. Linda Betzer, and seconded by Mr. Robert Wasko, the Board voted to approve the reciprocal licensure pending receipt of all applicable documentation to the Board office.

Ayes: 6, Nays: 0; Motion passed.

Board Counsel Assistant Attorney General Ms. Carla Dowling-Fitzpatrick introduced Assistant Attorney General Ms. Rachel Houston to the Board members. Ms. Dowling-Fitzpatrick stated Ms. Houston was a new member to the section office and Ms. Houston has eleven years of experience as a lawyer.

Compliance

Executive Director Ms. Vanessa Niekamp presented the compliance cases recommended for closure and recommended for charge.

Recommendation to Close

On a motion by Mr. Thomas Fleming, and seconded by Ms. Linda Betzer, the Board voted to close the following two (2) investigatory files:

On motions denoted with an asterisk (), the names and identifying information was redacted from discussion and proposed notices during deliberation. Matters were referred to only by case number. Identifying information was added during the writing of the minutes based upon the correlating case number.*

Case No.	Received	Allegation	Conclusion
1305089	5/1/2013	Unprofessional Conduct, Funeral Bill Payment Dispute	Complainant is one of two daughters of the deceased. Dispute over who legally had authority to make decisions about the arrangements and how the bill should be paid. 5/29/2013-Inspector Anderson spoke with FD at the funeral home. He provided copies of all pertinent documents including the contract and insurance documents. These showed that the complainant's sister paid for the funeral out of her share of the insurance settlement. The complainant received her full share of the insurance. The FH had been placed in the middle of a dispute between the daughters of the deceased. Inspector Anderson spoke to the sister of the complainant, and she has no issue with the FH. There does not appear to be any wrongdoing on the part of the FH.
1305092	4/18/2013	Unprofessional Conduct	The FH making the complaint agreed to perform a removal for another funeral home on New Year's Eve from a county morgue for a fee of \$100.00. The respondent FH was late for the pick-up and had not responded to requests for payment at the time of the complaint. The complaining FH has provided copies of letters and checks from April reflecting that \$200.00 was paid to them and they returned \$100.00. The payment included a letter of apology.

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Ty Marsh	X			
Linda Betzer	X			
Pamela Williams-Briggs	X			
Robert Carter			Absent	
Thomas Fleming	X			
Greg Boyer	X			

The motion *passed* with a vote of 6 to 0.

Board Meeting notations:

No discussion.

Recommendation to Charge #1302053

On a motion by Mr. Robert Wasko, and seconded by Ms. Linda Betzer, the Board voted to defer consideration of this compliance issue until additional information is obtained: Ayes: 6, Nays: 0; *Motion passed.*

On motions denoted with an asterisk (), the names and identifying information was redacted from discussion and proposed notices during deliberation. Matters were referred to only by case number. Identifying information was added during the writing of the minutes based upon the correlating case number.*

With a violation #1 of: 4717.13 (A)(5) Operate a funeral home without a license to operate the funeral home issued by the board under this chapter.

And order: Option 1: Motion: An opportunity for Hearing

Option 2: Motion: An order to Pay Forfeiture (1stOffense)
 [licensee may request hearing instead]
 (4717-12-01(A) (2) (a) \$500 min – \$5,000 max)
 Amount of forfeiture imposed: _____

Or order: Option 3: Motion: To close the complaint, reason: _____

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko				
Ty Marsh				
Linda Betzer				
Pamela Williams-Briggs				
Robert Carter				
Thomas Fleming				
Greg Boyer				

The motion *passed/failed* with a vote of ___ to ___.

Details: The complaint was received on February 5, 2013, alleging that a licensed funeral director who owns a funeral home is holding "Celebration of Life" services and hosting calling hours at a licensed crematory. These services, at the crematory site, are announced in obituaries (attached). The complainant felt this situation meets the criteria for advertising or providing funeral directing from an unlicensed facility.

A Request for Response letter was issued on February 6, 2013.

The FH response, received on February 21, 2013, states that they have not violated any section of ORC Chapter 4717.

Board Meeting notations:

Executive Director Ms. Niekamp presented the compliance issue details.

Board Inspector Mr. Eric Anderson offered details of his investigation.

Ms. Linda Betzer asked if this licensed funeral director was employed at the crematory as well as a funeral home. Ms. Betzer also asked about the responsibilities of a funeral director while at a crematory.

Mr. Anderson answered Ms. Betzer explaining duties of a funeral director.

Ms. Betzer recited Ohio Revised Code 4717.13 (6) Practice the business or profession of funeral directing from any place except from a funeral home that a person is licensed to operate under this chapter; and asked where the arrangements were held.

Mr. Robert Wasko offered an opinion that this compliance issue meets criteria for investigating the crematory's usage of misleading or deceptive advertising.

Ms. Niekamp suggested the Board decide if this issue is properly charged with violation of 4717.13 (A) (5) or does an additional charge with violation of 4717.04 (A) (9) (g) need apply.

There was Board discussion on who may originate funeral arrangements, the locations where funeral arrangements may be originated, and on locations where funeral arrangements such as memorials, ceremonies, and calling hours, may be performed.

There was Board discussion on the differences between licensing crematories and funeral homes.

Mr. Ty Marsh stated more consumers are opting for cremation services over traditional burial services. He believes the Board should clarify for the consumer whom they should seek to provide such services.

Ms. Betzer asked the Board who to charge with violation; the funeral director or crematory.

Board Counsel Ms. Carla Dowling-Fitzpatrick asked Ms. Betzer if the Board has authority to charge a crematory.

Ms. Niekamp answered Ms. Dowling-Fitzpatrick by stating the Crematory Review Board would need to meet. The Crematory Review Board has authority to review issues and recommend actions with crematories.

Mr. Marsh asked if the Board has the authority to formally or informally investigate a crematory. He also asked how the Board might compel a crematory operator to comply with an investigation.

Ms. Niekamp answered Mr. Marsh by explaining compliance and additional information could be obtained through charging the licensee with violation and the licensee would then need to respond. A request for hearing response would be most beneficial whereby both parties meet and discuss the matters.

Mr. Wasko asked Ms. Dowling-Fitzpatrick about the Board exercising subpoena rights.

Ms. Dowling-Fitzpatrick answered Mr. Wasko stating subpoena rights can be used during hearings.

Ms. Dowling-Fitzpatrick suggested the Board obtain more information before proceeding action with this compliance issue.

Mr. Wasko suggested to table compliance motion #2 of the Board agenda until more information can be gathered.

Charged Cases #1201050, 1205082, 1301501, and 1302073

LICENSEE: ROBERT P. McDERMOTT AND ROBERT P. McDERMOTT MEMORIAL HOME

HEARING DATE: APRIL 19, 2013

ISSUE: UNPROFESSIONAL CONDUCT AND UNPROFESSIONAL CONDUCT ASSOCIATED TO PRE-NEED MISAPPROPRIATION

The following motions were made pursuant to the report and recommendation of hearing officer, Marc E. Myers. Objections to the report and recommendation were received from the licensee or their counsel on June 10, 2013.

On a motion by Ms. Linda Betzer, and seconded by Mr. Ty Marsh, the Board voted to **approve** the Hearing Officer's **finding of facts** (if modified or disapproved, specific reasons must be given by the Board).

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko			Recused	
Ty Marsh	X			
Linda Betzer	X			
Pamela Williams-Briggs	X			
Robert Carter			Absent	
Thomas Fleming	X			
Greg Boyer	X			

The motion **passed** with a vote of 5 to 0.

On a motion by Ms. Linda Betzer, and seconded by Mr. Greg Boyer, the Board voted to **approve** the Hearing Officer's **conclusions of law** (if modified or disapproved, specific reasons must be given by the Board).

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko			Recused	
Ty Marsh	X			
Linda Betzer	X			
Pamela Williams-Briggs	X			
Robert Carter			Absent	
Thomas Fleming	X			
Greg Boyer	X			

The motion **passed** with a vote of 5 to 0.

On a motion by Ms. Linda Betzer, and seconded by Mr. Ty Marsh, the Board voted to *approve* the Hearing Officer’s *recommendation* (if modified or disapproved, specific reasons must be given by the Board).

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko			Recused	
Ty Marsh	X			
Linda Betzer	X			
Pamela Williams-Briggs	X			
Robert Carter			Absent	
Thomas Fleming		X		
Greg Boyer	X			

The motion *passed* with a vote of 4 to 1.

Board Meeting notations:

Note: Board member Mr. Robert Wasko disclosed a potential conflict of interest regarding this matter and recused himself from participation of any discussion or vote. Mr. Wasko exited the meeting.

Executive Director Ms. Vanessa Niekamp presented details from the Report and Recommendation submitted by Hearing Officer Mr. Marc Myers.

Mr. Thomas Fleming expressed disagreement with recommendation to revoke the funeral home license. He stated this decision would eliminate the opportunity for the defrauded to recoup any restitution, such as future services at no cost, as suggested by Mr. Robert McDermott during hearing.

Board Counsel Ms. Carla Dowling-Fitzpatrick reminded the Board that they may accept, reject, or modify this Report and Recommendation.

Mr. Greg Boyer stated agreement with Mr. Fleming’s position to save the funeral home license from revocation in effort to assist consumers in community. He suggested revoking the funeral director license.

Mr. Fleming asked Ms. Dowling-Fitzpatrick if settlement is still an option.

Ms. Dowling-Fitzpatrick answered Mr. Fleming by stating a pursuit of settlement can continue, however negotiations could be complicated by potential preceding pending legal actions such as bankruptcy, debt collections, foreclosure, or liens.

Ms. Linda Betzer agreed with the Report and Recommendation as presented. She stated Mr. McDermott had opportunities over a lengthy period of time to remedy these compliance issues. She believes the defrauded consumers deserve a decision from this Board.

Note: Mr. Wasko returned to meeting after the discussion had ended and the votes had been recorded.

Applications for Facility Licenses

Existing Facility – change of location and/or ownership effective June 17, 2013:

On a motion by Mr. Thomas Fleming, and seconded by Ms. Linda Betzer, the Board voted to approve the application for license #003300: Ayes: 6, Nays: 0; *Motion passed.*

License #	Firm Title	Location	Inspection
003300	Cahall Funeral Home	Mt Orab	03/11/13

On a motion by Mr. Thomas Fleming, and seconded by Ms. Linda Betzer, the Board voted to deny the application for license #003301: Ayes: 6, Nays: 0; *Motion passed.*

License #	Firm Title	Location	Inspection
003301	Schuetz FH & Cremation Srv's	Mingo Junction	04/22/13

New facility/new building – consideration & approval of paperwork:

On a motion by Mr. Ty Marsh, and seconded by Ms. Linda Betzer, the Board voted to approve the following applications for license: Ayes: 6, Nays: 0; *Motion passed.*

Firm Title	Location	County
Roberts Funeral Home	Marietta	Washington
Mark R. Vrabel Funeral Home	North Canton	Stark

No Motion Items

Change the manager and/or AIC/UR:

License #	Facility Name	Licensee by Last Name	Type	County
FH002810	Grisell Funeral Home	Williams, Christopher	Mgr	Monroe
FH003113	Keller-Ochs-Koch-Mason FH	Kocher, Jeffrey	Aic	Sandusky
FH002460	Newcomer Funeral Home	Lowe, John C.	Mgr	Montgomery
FH003125	Walker Mortuary	Marsteller, Ernest	Mgr	Henry
FH003246	Walker Funeral Home	Weaver, Deborah	Aic	Hamilton
FH003247	Walker Funeral Home	Weaver, Deborah	Mgr/Aic	Hamilton
FH003298	Walker Funeral Home	Weaver, Deborah	Aic	Hamilton

*Previously, the Board approved the issuance of a crematory license to the following after approval of the application, receipt of the EPA permit, and the final inspection. The crematory license no. was issued the date of the final inspection. *Issued date of Board meeting (special case where you are approving the paperwork and the licensed number):*

License #	Crematory	Location	Issue date
000167	Evans Crematory LLC	Norwalk	06/10/13

000168	Y-City Crematory	Zanesville	06/11/13
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Applications for Individual Licenses

Initial licenses to be granted June 17, 2013:

On a motion by Mr. Thomas Fleming, and seconded by Ms. Linda Betzer, the Board voted to approve the following applications for license: Ayes: 6, Nays: 0; *Motion passed.*

License #	Name	City	Effective Date
EMB009538 R FD009603	Stivers, Douglas E.	Springboro	06/17/13
FD007859	Watters, Joy A.*	Woodsfield	06/17/13
EMB009539 A FD009604	Townsend, Yvette	Akron	06/17/13

* The Asterisk is to denote those who are renewing due to a lapsed license

No Motion Items

The following individuals were issued registration numbers during May 2013:

Registration #	Name	City	Effective Date
EMB000479 FD000724	Fickle, Matthew W.	Tiffin	05/13/13
EMB000480 FD000725	Frederick, David L.	Cincinnati	05/13/13
EMB000482 FD000728	Hodge, Dawn M.	Warrenville Hts.	05/20/13
EMB000481 FD000726	McCurdy, Shaun C.	Beverly	05/13/13
FD000727	Watkins, Jan A.	Sylvania	05/13/13

No Motion Items

The following individuals certified an apprenticeship during the month of May 2013:

Regis #	Name	FH Name	City	Effective Date
EMB000479 FD000724	Fickle, Matthew W.	Engle-Shook & Crematory	Tiffin	05/13/13
EMB000481 FD000726	McCurdy, Shaun C.	McCurdy Funeral Home	Beverly	05/20/13
EMB000478 FD000723	Mosti, Jared B.	Mosti Funeral Home	Steubenville	05/05/13

Facility Inspections

Board Inspectors Mr. Eric Anderson and Mr. Troy Seehase submitted reports for the month of May 2013.

There was a question and answer session between the Board and Mr. Anderson and Mr. Seehase.

On a motion by Ms. Pamela Williams-Briggs, and seconded by Mr. Greg Boyer, the Board voted to approve a recess of the June 2013 meeting of the Board. *Ayes: 6, Nays: 0; Motion passed.*

The Board recessed at 3:20 p.m.



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Reconvening of the Board

The Board of Embalmers and Funeral Directors reconvened in regular session on Tuesday, June 18, 2013, in the 31st Floor Boardroom of the Riffe Center located at 77 South High Street, Columbus, Ohio. Board President Ms. Pamela Williams-Briggs called the meeting to order at 9:00 a.m. Other Board members in attendance were Mr. Robert Wasko, Mr. Ty Marsh, Ms. Linda Betzer, Mr. Robert Carter, Mr. Thomas Fleming and Mr. Greg Boyer. Board staff members present were Executive Director Ms. Vanessa Niekamp, Inspectors Mr. Eric Anderson and Mr. Troy Seehase, Office Personnel Ms. Linda Clark, Mr. Danny Finrock, and Mr. Jarrod Williams. Also attending was Board Counsel, Assistant Attorney General Mr. James Patterson.

Continuing Education

Board member Mr. Thomas Fleming presented the applications for exemption from continuing education requirements.

Applications for Exemption

On a motion by Mr. Greg Boyer, and seconded by Ms. Linda Betzer, the Board voted to approve the following license an exemption from continuing education requirements:

Licensee	License Number(s)	Note
Tanner, Noel Daniel	8416	

The motion *passed* with a vote of 7 to 0.

Board Meeting notations:

No discussion.

Board member Mr. Thomas Fleming presented the listings of programs for continuing education.

STATE OF OHIO BOARD OF EMBALMERS AND FUNERAL DIRECTORS
June 17-18, 2013 BOARD MEETING
INDIVIDUAL APPROVAL GROUP

Name	Location	Course Number	Course Name	Hours	Program Date	Review Date
Hartings, Lauren E.B.	Commerce City, CO	130414basi	Burial Vault Basics and review by Wilbert Vault	2	5/14/2013	6/18/2013
Hogenkamp, Chad R	Orlando, Fl	130521emba	UCF Embalming Seminar	4	5/21/2013	6/18/2013
Zink, Eric	Online	130311mark	Funeral Marketing in the 21st Century	4	3/11/2013	6/18/2013
Zink, Eric	Online	130311aids	HIV/AIDS - Communicable Disease Education	2	3/11/2013	6/18/2013

On a motion by Mr. Greg Boyer, and seconded by Ms. Linda Betzer, the Board voted to approve the following Individual Approval Group. Ayes: 7, Nays: 0; *Motion passed*

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 Prior Approval Group

Program Date	Sponsor Name	Location	Course Name	Contact	Phone	Hours	Review Date
6/10/2013	NEWCOMER FUNERAL SERVICE GROUP	Columbus / Grove City, Ohio	HAZARD COMMUNICATION AND BLOODBORNE PATHOGENS MORTUARY SAFETY	Larry Dodge	795-233-2428	2	6/18/2013
6/11/2013	NEWCOMER FUNERAL SERVICE GROUP	Dayton / Beavercreek, Ohio	HAZARD COMMUNICATION AND BLOODBORNE PATHOGENS MORTUARY SAFETY	Larry Dodge	795-233-2428	2	6/18/2013
6/12/2013	NEWCOMER FUNERAL SERVICE GROUP	Toledo, Ohio	HAZARD COMMUNICATIONS AND BLOODBORNE PATHOGENS MORTUARY SAFETY	Larry Dodge	795-233-2428	2	6/18/2013
6/13/2013	NEWCOMER FUNERAL SERVICE GROUP	Akron, Ohio	HAZARD COMMUNICATIONS AND BLOODBORNE PATHOGENS MORTUARY SAFETY	Larry Dodge	795-233-2428	2	6/18/2013
6/18/2013	ELITE CME INC	Online	9 Hour CE Course for Ohio Funeral Professionals	Chris Calabucci	888-357-6920	9	6/18/2013
6/18/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Online	2013 All-Staff Funeral Rule Training	Kathleen Walczak	262-228-6332	4	6/18/2013
6/21/2013	MIKJ MARKETING	Baltic Sea	MKJ's 2013 Baltic Sea Cruise Seminar	MKJ Marketing	727-524-8100	18	6/18/2013
7/15/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Park City, UT	Breakout by Office	Kathleen Walczak	800-228-6332	2	6/18/2013
7/16/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Park City, UT	Leadership by Design	Kathleen Walczak	800-228-6332	2	6/18/2013
7/16/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Park City, UT	Have the Talk of a Lifetime: Unveiling FAMCO's Consumer Education Campaign	Kathleen Walczak	800-228-6332	2	6/18/2013
7/17/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Park City, UT	Tough Talking: Initiating and Managing Tough Conversations	Kathleen Walczak	800-228-6332	2	6/18/2013
7/17/2013	OHIO FUNERAL DIRECTORS ASSOCIATION #4	Middletown, Ohio	Funeral Home Technology	Molly Zos Rabholz	(513) 895-5412	2	6/18/2013
7/17/2013	THE CLEVELAND AFRICAN-AMERICAN FD & EMB ASSOC	Warrensville Hts, Ohio	The Safety & Specifications of New Funeral Equipment & Restorative Artwork	Tara Simpson	216-410-5269	3	6/18/2013
7/18/2013	LANE FAMILY FUNERAL HOMES INC.	Boardman, Ohio	Really A Tough Problem To Embrace: Death Illiteracy	Wally Sinn	330-795-1002	5	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Land Management & Grounds Operations	Daniel Osorio	703-391-8400	18	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of 21st Century	Daniel Osorio	703-391-8400	18	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Cremation Services	Daniel Osorio	703-391-8400	18	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Embalming, Restorative Art & Other Care	Daniel Osorio	703-391-8400	18	6/18/2013

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7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Funeral Home Management	Daniel Osoro	703-391-8400	18	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Leadership, Administration & Management	Daniel Osoro	703-391-8400	18	6/18/2013
7/19/2013	INTERNATIONAL CEMETERY, CREMATION AND FUNERAL ASSO	Memphis, TN	ICFCA University, College of Sales & Marketing	Daniel Osoro	703-391-8400	18	6/18/2013
7/24/2013	OHIO FUNERAL DIRECTORS ASSOCIATION	Columbus, Ohio	Board of Directors Meeting	Diana O'Neal	614-486-5339	2	6/19/2013
8/4/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	NFDMA & LFDMA Public Day	Cornell Robinson-Carroll	770-969-0064	2	6/19/2013
8/5/2013	BALIN AND ASSOCIATES	Beavercreek, Ohio	The Story and the Steps	Marcella Balin	937-766-2645	6	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Owner's Round Table: Best Kept Secrets for Funeral Directors' Success	Cornell Robinson-Carroll	770-969-0064	1	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	OSHA Review	Cornell Robinson-Carroll	770-969-0064	1	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	New Member & Student Orientation	Cornell Robinson-Carroll	770-969-0064	1	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Capitalism for Caregivers Owners Only Track	Cornell Robinson-Carroll	770-969-0064	1	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	VIEW FROM THE ROOF: LESSONS IN LIFE AND BUSINESS	Cornell Robinson-Carroll	770-969-0064	1	6/19/2013
8/5/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	It's A Family Affair: NFDMA Healthcare Symposium	Cornell Robinson-Carroll	770-969-0064	3	6/19/2013
8/6/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Exhibit Hall Education & History Museum	Cornell Robinson-Carroll	770-969-0064	2	6/18/2013
8/7/2013	CREMATION ASSOCIATION OF NORTH AMERICA	Washington, DC	Crematory Operators Certification Program	Nanette Haase	(312) 245-1077	6	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	The Unsteady March of Time: The Funeral Profession- Past, Present and Future	Cornell Robinson-Carroll	770-969-0064	1	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Physiological Effects of Long Term Disease and Death	Cornell Robinson-Carroll	770-969-0064	1	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Funeral Planning and Wealth Management	Cornell Robinson-Carroll	770-969-0064	1	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	New Age Marketing: How To Compete with Goliath on a David Budget	Cornell Robinson-Carroll	770-969-0064	1	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS AND MORTICIANS ASSOC	New Orleans, La	Embalming The Radiology Case Part II	Cornell Robinson-Carroll	770-969-0064	2	6/18/2013
8/7/2013	NATIONAL FUNERAL DIRECTORS ASSOCIATION	Brookfield, WI	Certified Preplanning Consultant (CPC) program	Kathleen Walczak	262-228-6332	16	6/18/2013
8/15/2013	OHIO CEMETERY ASSOCIATION	Columbus, Ohio	Crematory Operator Certification Seminar	Rufus Slade	937-228-3221	7	6/18/2013
9/12/2013	FEDERATED FUNERAL DIRECTORS OF AMERICA (FFDA)	Indianapolis, IN	What is Your Business Worth in Today's Market?	Sean Wonder	812-201-7210	2	6/18/2013
9/12/2013	FEDERATED FUNERAL DIRECTORS OF AMERICA (FFDA)	Indianapolis, IN	Marketing to Today's Consumer	Sean Wonder	812-201-7210	3	6/18/2013

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9/12/2013	FEDERATED FUNERAL DIRECTORS OF AMERICA (FFDA)	Indianapolis, IN	Collections and Accounts Receivable - How it Affects Your Business	Sean Wonder	812-201-7210	2	6/18/2013
9/12/2013	FEDERATED FUNERAL DIRECTORS OF AMERICA (FFDA)	Indianapolis, IN	Cost Segregation - An Option to Reduce Taxes	Sean Wonder	812-201-7210	1	6/18/2013
9/27/2013	CINCINNATI COLLEGE OF MORTUARY SCIENCE	Cincinnati, Ohio	Helping the Beveaved: Counseling Strategies for Typical to Complicated Reactions	Teresa Dulko	513-618-1928	6	6/18/2013
10/16/2013	SELECTED INDEPENDENT FUNERAL HOMES	Austin, TX	Selected Independent Funeral Homes 2013 Annual Meeting	Nicole Donatello Trefliak	847-236-9401	10	6/18/2013
10/18/2013	CREMATION ASSOCIATION OF NORTH AMERICA	Oklahoma City, OK	Crematory Operators Certification Program	Nanette Hease	(312) 245-1077	6	6/18/2013
11/8/2013	CREMATION ASSOCIATION OF NORTH AMERICA	Wheeling, IL	Crematory Operators Certification Program	Nanette Hease	(312) 245-1077	6	6/18/2013

On a motion by Mr. Greg Boyer, seconded by Ms. Linda Bezer, the Board voted to approve the following Prior Approval Group. Ayes: 7. Nays: 0. Motion passed.

Operations Committee

Board President Ms. Pamela Williams-Briggs began discussion of the June 17, 2013 Operations Committee meeting by citing there were interesting and ambitious topics of discussion. Ms. Williams-Briggs then requested Executive Director Ms. Vanessa Niekamp to present her summary of the meeting.

Executive Director Ms. Niekamp addressed the Board with a summary including a detailed report of a Board office staff meeting held days prior to the June 2013 meeting of the Board. This meeting was called to define goals for the new state fiscal year. Suggested goals included cross training of job responsibilities, increasing collaboration with the Department of Health; Office of Vital Statistics, and County Coroner's Offices, updating applications and forms currently in use, and increasing the use of technology to reduce consumed products and eliminate redundant processes.

Executive Director Ms. Niekamp stated the Board office staff will soon grow by the addition of one intern for the summer season. This position will be dedicated to research of preneed rules and regulations in other states and Canada. The collection and analysis of this research is to help the Board of Embalmers and Funeral Directors compare its current legislative language and regulatory practices with others to determine if Ohio meets or exceeds standards.

Licensure of Facilities

Ms. Linda Clark revisited a funeral home application discussed the previous day during her presentation of Licensure of Facilities.

The Board denied approval of application for license no.003301 as presented Monday, June 17, 2013. There was discussion between the Board and Ms. Clark about rules regarding the naming of funeral homes. The Board requested Ms. Clark to communicate with the applicant to request a change to its application. The Board stated it could consider and may approve an amended application if it were presented the following day.

Ms. Linda Clark received an amended application and presented it to the Board for decision Tuesday, June 18, 2013.

On a motion by Ms. Linda Betzer, and seconded by Mr. Robert Wasko, The Board voted to approve the amended application for license #003301: *Ayes: 7, Nays: 0; Motion passed.*

License #	Firm Title	Location	Inspection
003301	Schuetz FH	Mingo Junction	04/22/13

Executive Director's Report

Budget/Fiscal Overview

We are currently in the last quarter of SFY13. This is the current overview of the SFY13 budget as of June 13, 2013:

SFY13	Budget	Expense	Encumbrance	Available Budget	Percent Available
510	\$29,155.00	\$19,312.13	\$8,696.00	\$1,146.87	3.93%
520	\$158,299.54	\$136,324.34	\$20,437.76	\$1,537.44	0.97%
530	\$85,394.71	\$19,221.11	\$66,173.18	\$0.42	0.00%
590	\$1,090.00	\$1,090.00	\$0.00	\$0.00	0.00%
500 - QTR1	\$121,929.46	\$121,929.46	\$0.00	\$0.00	0.00%
500 - QTR2	\$111,100.55	\$111,100.55	\$0.00	\$0.00	0.00%
500 - QTR3	\$121,264.74	\$121,264.74	\$0.00	\$0.00	0.00%
500 - QTR4	\$108,531.00	\$89,462.18	\$0.00	\$19,068.82	17.57%
Budget	\$736,765.00	\$619,704.51	\$95,306.94	\$21,753.55	2.95%

This is the current overview of our revenue, by fee type, for SFY13 as compared with last renewal period:

Renewal Period	Prior SFY11	Current SFY13
Application	\$ 24,720.00	\$ 29,760.00
Certification	\$ 1,160.00	\$ 990.00
Duplicate Display	\$ 136.00	\$ 441.00
Forfeitures	\$ 28,500.00	\$ 43,457.51
Late Fees	\$ 26,901.00	\$ 33,233.16
Re-Certification	\$ 90.00	\$ 20.00
Registration	\$ 2,825.00	\$ 2,625.00
Renewal	\$ 1,030,330.00	\$ 1,017,890.00
As of 06/13/13	\$ 1,114,662.00	\$ 1,128,416.67

Our disbursements from May 8, 2013, through June 13, 2013, are as follows:

Voucher ID	Vendor Name	Accounting Date	Account	Voucher Distrib Amount
00001925	STAPLES ADVANTAGE	05/16/2013	521101	\$143.94
	STAPLES ADVANTAGE	05/16/2013	521101	(\$2.88)
00001932	VERIZON WIRELESS	05/08/2013	537400	\$529.99
	VERIZON WIRELESS	05/08/2013	521105	\$45.00

	VERIZON WIRELESS	05/08/2013	521105	\$24.99
	VERIZON WIRELESS	05/08/2013	521105	\$75.00
	VERIZON WIRELESS	05/08/2013	524204	\$358.95
00001933	STAPLES ADVANTAGE	05/16/2013	521101	\$1.66
	STAPLES ADVANTAGE	05/16/2013	521101	(\$0.03)
00001934	MT BUSINESS TECHNOLOGIES INC	05/15/2013	526121	\$95.00
00001935	HIGHER EDUCATION PUBLICATIONS	05/15/2013	514903	\$83.00
00001936	BARBARA A STAFFORD	05/17/2013	515503	\$615.00
00001937	OHIO DEPARTMENT OF JOB & FAMILY SERVICES	05/17/2013	513500	\$1,275.14
00001938	GREENE INC	05/20/2013	526105	\$25.00
00001939	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/20/2013	529201	\$6.69
00001940	VERIZON WIRELESS	05/23/2013	524204	\$301.78
00001941	AUDITOR OF STATE	05/23/2013	529201	\$3,471.13
00001942	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/23/2013	529201	\$1,246.83
00001943	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/23/2013	529201	\$130.41
00001944	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/23/2013	529208	\$304.33
00001945	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/23/2013	529208	\$199.07
00001946	DEPARTMENT OF ADMINISTRATIVE SERVICES	05/23/2013	529208	\$496.00
00001947	OFFICE OF BUDGET & MANAGEMENT	05/28/2013	529201	\$624.75
00001948	BARBARA A STAFFORD	06/04/2013	515503	\$457.50
00001949	ARMSTRONG & OKEY INC	06/11/2013	515503	\$942.00
00001950	MT BUSINESS TECHNOLOGIES INC	06/11/2013	537100	\$17,860.00
	MT BUSINESS TECHNOLOGIES INC	06/11/2013	517001	\$1,200.00
	MT BUSINESS TECHNOLOGIES INC	06/11/2013	526703	\$2,400.00
Summary				\$32,910.25

We currently have one individual on payment plan. This person is compliant with the approved payment schedule. All others are paid in full at this time.

Upcoming Events

Our next meeting will be in Columbus, Ohio, on Monday, July 15th and Tuesday, July 16th.

Board Meeting notations:

Executive Director Ms. Vanessa Niekamp presented the Executive Director's Report.

There was discussion between the Board and Ms. Niekamp on the Board's remaining funds in State of Ohio fiscal year 2013.

Mr. Thomas Fleming asked Ms. Niekamp for clarification on line item expenses presented in the report. Ms. Niekamp answered Mr. Fleming with explanation to expenses.

Board President Ms. Pamela Williams-Briggs asked Ms. Niekamp about status of the State of Ohio 2014-2015 Budget. Ms. Niekamp answered Ms. Williams-Briggs with a timeline of House Bill 59 and its current status. House Bill 59 (HB 59) is the legislation for Ohio's state budget for the 2014 and 2015 fiscal years.

Special discussion

Board President Ms. Pamela Williams-Briggs appointment term to the Board of Embalmers and Funeral Directors is scheduled to expire June 30, 2013.

Board member Mr. Robert Wasko addressed the Board with words of praise for Board President Ms. Pamela Williams-Briggs. He thanked Ms. Williams-Briggs for her years of service to the Board as a member and her leadership while seated as the Board President. There was consensus by all the Board members regarding Mr. Wasko's expression of gratitude.

Board President Ms. Williams-Briggs offered her thanks and addressed the Board with words of reflection on her term as a Board member. Ms. Williams-Briggs stated her pleasure being a Board member and stated she has requested reappointment.

Board member Mr. Ty Marsh addressed the Board with words of praise for Board President Ms. Pamela Williams-Briggs. Mr. Marsh stated that during her tenure as Board President, this Board has witnessed the advancement in use of technology. Thanks to her progressive leadership the Board is poised to continue forward with twenty first century practicality. There was consensus by all Board members regarding Mr. Marsh's statements.

Board President Ms. Williams-Briggs offered closing remarks to the discussion. Ms. Williams-Briggs stated opinion that the Board of Embalmers and Funeral Directors does not necessarily represent all within the funeral industry. She believes the appointment of minority representatives to the Board is beneficial as well as crucial to equal representation. Ms. Williams-Briggs stated that if she should not be reappointed to the Board, she encouraged the remaining Board members to consider reviewing the current laws and statutes of Chapter 4717 of the Ohio Revised Code to make revisions that would require the board to have representation from the African-American licensees.

On a motion by Mr. Robert Wasko, and seconded by Ms. Linda Betzer, the Board voted to adjourn the June 2013 meeting of the Board: *Ayes: 7, Nays: 0; Motion passed.*

The June 2013 meeting of the Board adjourned at 9:49 a.m.