



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, January 13, 2014, in the 31st Floor Boardroom of the Riffe Center located at 77 South High Street, Columbus, Ohio. Board President Robert Carter called the meeting to order at 1:03 p.m. Other board members in attendance were Mr. Robert Wasko, Ms. Linda Betzer, Mr. Thomas Fleming and Mr. Greg Boyer. Board staff members present were Executive Director Vanessa Niekamp, Inspectors Eric Anderson and Troy Seehase, Office personnel Linda Clark, Danny Finrock, and Jarrod Williams.

Reading and Consideration of the Minutes

President Robert Carter asked for reading and consideration of the December 2013 meeting of the Board Minutes.

On a motion by Ms. Linda Betzer, and seconded by Mr. Thomas Fleming, the Board voted to approve the December 2013 meeting of the Board Minutes. *Ayes: 5, Nays: 0; Motion passed.*

Persons before the Board

Board President Robert Carter offered greetings and welcomed all in attendance. Mr. Carter 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.

Mr. David W. McComb appeared before the board seeking reciprocal embalmers and funeral directors licenses. Mr. McComb currently holds credentials from the state of Indiana. Additionally, Mr. McComb was recently elected as Chairman of the Indiana State Board of Funeral and Cemetery Service. He earned a bachelor's degree from Indiana University and is a graduate of Mid America College of Funeral Service.

There was a questions and answers session between Mr. McComb and the board. Mr. David McComb responded by offering comparisons and contrasts between the Indiana and Ohio boards. Topics included licensing requirements, annual reporting of preneed contracts requirements and details of the preneed consumer protection fund and the consumer protection fund for cemetery maintenance. Mr. McComb also briefly discussed a notable case of preneed fraud by Mr. Robert E. Nelms. Mr. Nelms pled guilty in 2009 to theft and securities fraud; stealing an estimated twenty four million dollars from consumers.

On a motion by Mr. Greg Boyer, 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: 5, Nays: 0; Motion passed.

Licensure

Applications for Facility Licenses

Existing Facility – change of location and/or ownership effective Jan. 13, 2014:

On a motion by Mr. Robert Wasko, and seconded by Mr. Thomas Fleming, the Board voted to approve the following applications for license: Ayes: 5, Nays: 0; Motion passed.

License #	Firm Title	Location	Inspection
FH.003330	Botkin Hornback Funeral Home	Otway	03/25/13
FH.003331	Botkin Hornback Funeral Home	Waverly	03/26/13
FH.003332	Breitenbach-McCoy Leffler FH	Middletown	01/24/13
FH.003333	Criss Wagner Hoskinson FS	Newark	08/13/13
FH.003334	Geib Funeral Services	Dover	05/02/13
FH.003335	Linn-Hert Geib Funeral Home Inc.	New Philadelphia	05/02/13
FH.003336	Shoffstall Funeral Home	Lakeview	12/02/13

New facility/new building (Funeral Home) – consideration & approval of paperwork:

On a motion by Mr. Thomas Fleming, and seconded by Ms. Linda Betzer, the Board voted to approve the following application for license: Ayes: 5, Nays: 0; Motion passed.

Firm Title	Location	County
Gregory-Martin Funeral Home	Steubenville	Jefferson

New facility/new building (Funeral Home) – consideration & approval of paperwork:

On a motion by Mr. Greg Boyer, and seconded by Mr. Thomas Fleming, the Board voted to approve the following application for license: Ayes: 4, Nays: 0 (Wasko "Abstained" from vote); Motion passed.

Firm Title	Location	County
Kinnick FH McClurkin Memorial Chapel	Girard	Trumbull

Name changes:

On a motion by Mr. Robert Wasko, and seconded by Mr. Greg Boyer, the Board voted to approve the following name changes: Ayes: 5, Nays: 0; Motion passed.

License #	Current Name	New Name	County
FH.003208	Hoskinson-Schoedinger FS	Hoskinson Funeral Service	Perry
FH.003209	Hoskinson-Schoedinger FS	Hoskinson Funeral Service	Licking
FH.002629	Selby-Heavilin FH	Selby Funeral Home	Trumbull
FH.000416	Tidd Funeral Home	Tidd Family Funeral Home	Franklin

No Motion Items

Change the manager and/or AIC/UR:

License #	Facility Name	Licensee by Last Name	Type	County
FH.002920	C.D. White & Son FH	O'Driscoll, Molly	Mgr/Aic	Franklin
FH.003107	Crouse Kauber Sammons FH	Fraley, Joshua	Mgr	Licking
FH.002287	Garland-Misencik FH	Misencik, Joseph	Mgr	Lorain
FH.002827	Myers-Woodyard FH	Woodyard, Dean	Mgr	Franklin
FH.002629	Selby-Heavilin FH	Nesbitt, Eric	Mgr/Aic	Trumbull

Applications for Individual Licenses

Initial licenses to be granted Jan. 13, 2014:

On a motion by Mr. Robert Wasko, and seconded by Ms. Linda Betzer, the Board voted to approve the following applications for license: *Ayes: 5, Nays: 0; Motion passed.*

License #	Name	City	Effective Date
EMB.009561 A FD.009632	Adams Jr., Gerald M.	Peebles	01/13/14
EMB 00962 A FD.009633	Dunn, Brittany L.	Bowling Green	01/13/14
EMB.009563 A FD.009634	McElroy, Ernest B.	Kenton	01/13/14
FD.009635	Patton, Deborah J.	Strongsville	01/13/14

No Motion Items

The following individuals were issued registration numbers during Dec. 2013:

Registration #	Name	City	Effective Date
FD.0773	Green, Alana	Bexley	12/02/13
EMB.0515 FD.0777	Johns, Matthew	Mansfield	12/17/13
EMB.0514 FD.0774	Ramsey, Jocelynn	Cincinnati	12/02/13
FD.0776	Ronyak, Donald	Youngstown	12/10/13
FD.0775	Scott, Richard	Dayton	12/10/13
EMB.0516 FD.0778	Zonker, Benjamin	Rayland	12/17/13

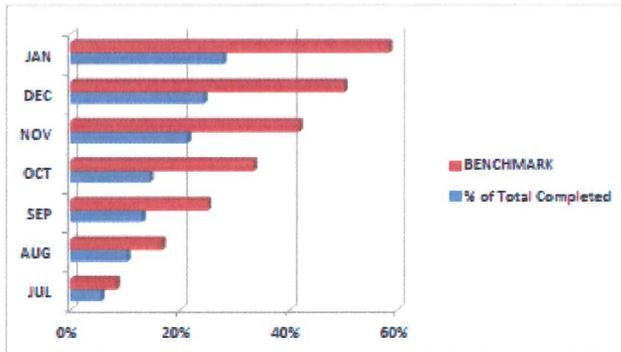
No Motion Items

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

Regis #	Name	FH Name	City	Effective Date
EMB.0504 FD.0758	Dodds, Holly	Sweeney Dodds FH	Carrollton	12/16/13
FD.0349	Forney, James	Calhoun Funeral Home	Cleveland	12/03/13
EMB.0514 FD.0774	Ramsey, Jocelynn	Radel Funeral Home	Cincinnati	12/02/13
FD.0776	Ronyak, Donald	Rossi & Santucci FH	Youngstown	12/10/13
FD.0775	Scott, Richard	Bowman & Young FH	Dayton	12/02/13
EMB.0512 FD.0770	Smith, Demi	Bayliff & Son FH	Cridersville	12/01/13
FD.0657	Taylor, William	Mayhem-Brown FH	Jackson	12/10/13

Time period start: 12/16/2013 end: 1/9/2014 Board Meeting 13-Jan-2014 FY2014

Board Meeting	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year total
Mileage	2,773	2,891	2,644	1,839	3,742	2,273	2,448						18,408
Apprentices													
Interviewed	0	6	2	0	1	0	1						10
Not Available	2	0	1	0	0	1	2						2
Inspections - Annual													completed
Crem Fac	60	1	3	1	0	5	2	4					18
Emb Fac	2	0	0	0	0	0	0	0					0
FH	620	37	29	18	9	42	18	20					173
Total	682	38	32	19	9	47	20	24					189
% of Total Completed	8%	10%	13%	14%	21%	24%	28%						28%
BENCHMARK	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	100%
Difference	-3%	-6%	-12%	-19%	-20%	-26%	-31%						-72%
Violations Identified	1	0	0	0	0	0	0						7
Inspections - Follow-up													completed
Crem Fac	0	0	0	0	0	0	0						0
Emb Fac	0	0	0	0	0	0	0						0
FH	0	0	0	0	0	0	0						0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Inspections - New Facility													completed
Crem Fac	0	0	0	0	1	0	0						1
Emb Fac	0	0	0	0	0	0	0						0
FH	1	0	1	0	0	1	0						3
Total	1	0	1	0	1	1	0	0	0	0	0	0	4
Investigations Working	14	32	60	23	41	30	28						228
Days Attributed to:													
Inspecting				6	9	5	6						28
Board Meeting	2	1	1	2	2	0	2						10
Office	1	1	0	1	2	2	1						1
Hearings/Investigations	0	0	0	4	8	6	5						23
Training	0	0	0	0	0	0	0						0
Leave	0	0	0	7	2	4	0						13
Total Days Included	3	2	1	20	23	17	14	0	0	0	0	0	80



FUN - Inspector Monthly Report

Report Parameters

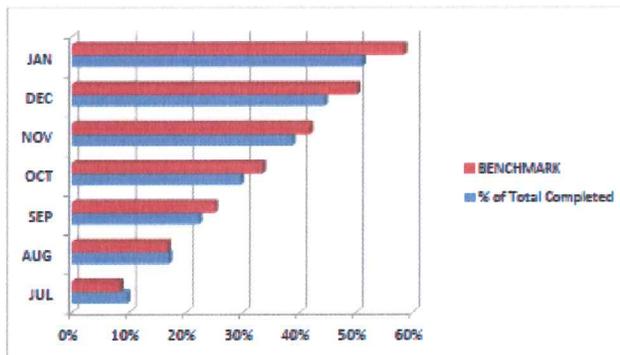
Board = FUN
 FUN - Inspector = ANDERSON
 From 12/18/2013 to 01/08/2014

Report generated on 1/8/2014 at 6:17:20 PM

Inspection Date	Credential Number	Name	County	Contact	Reason	Comments
20131224	FH 002380	ROBERTS FUNERAL HOME INC	Columbia	Ken Page	Annual Inspection	In Compliance
20131224	FH 002401	MARTIN-MACLEAN-ALTMAYER FUNERAL HOME	Columbia	Laurie Brennan	Annual Inspection	In Compliance
20131224	FH 003085	DAWSON FH INC	Columbia	Frank D Dawson	Annual Inspection	In Compliance
20131224	FH 001812	MARTIN-MACLEAN-ALTMAYER FUNERAL HOME	Columbia	No one available	Annual Inspection	
20131224	FH 001832	MARTIN-MACLEAN-ALTMAYER FUNERAL HOME	Columbia	No one available	Annual Inspection	
20131228	FH 002552	STEWART-KYLE FUNERAL HOME INC	Trumbull	David Kyle	Annual Inspection	In Compliance
20131228	FH 003100	KELLEY-ROBB-CUMMINS FH	Trumbull	William Cummins Jr	Annual Inspection	In Compliance
20131230	FH 002931	DAVIS-BABCOCK FH INC	Lake	Mitch Babcock	Annual Inspection	In Compliance
20131230	FH 002479	MCMAHON-COYNE-VITANTONIO FH	Lake	No one available	Annual Inspection	
20131230	CREM 000076	BRUNNER CREM CO	Lake	Charles M Brunner	Annual Inspection	In Compliance
20131230	CREM 000030	BLESSING CREMATION CENTER	Lake	No one available	Annual Inspection	
20131230	FH 001449	POTTI FUNERAL HOME	Lake	Unlocked/Walked Thru	Annual Inspection	In Compliance Prep area locked
20131230	FH 001448	POTTI FUNERAL HOME	Lake	Vange Perona	Annual Inspection	In Compliance
20131230	FH 002348	BRUNNER SANDEN DEITRICK FH	Lake	Charles M Brunner	Annual Inspection	In Compliance
20131230	FH 000833	SPEAR-MULQUEENY FUNERAL HOMES	Lake	No one available	Annual Inspection	
20131231	FH 002381	DEJOHN-FLYNN-MYLOTT FUNERAL HOME	Lake	Shawn Reilly	Annual Inspection	In Compliance
20131231	FH 002384	MULLALLY FUNERAL HOME	Lake	Shawn Reilly	Annual Inspection	In Compliance
20131231	FH 001043	JAKUBS-DANAHER FUNERAL HOME	Lake	Bob Spinks	Annual Inspection	In Compliance
20131231	FH 002833	BRICKMAN BROS FH	Lake	Suzanne Brickman	Annual Inspection	In Compliance Monitored Apprentice Suzanne Brickman
20131231	CREM 000124	FOREST CITY CR	Lake	Shawn Reilly	Annual Inspection	In Compliance
20131231	FH 003133	ZEVNIK-COSIC FH	Lake	Shawn Reilly	Annual Inspection	In Compliance
20131231	FH 002480	MCMAHON-COYNE-VITANTONIO FH	Lake	Cindy Buchanan	Annual Inspection	In Compliance
20140102	FH 001084	STEWART & CALHOUN FUNERAL HOME INC	Summit	William Calhoun	Investigation	
20140107	FH 002180	HESLOP FUNERAL HOME	Belmont	James Bayliss	Annual Inspection	In Compliance
20140107	CREM 000040	CRUMMITT & SON	Belmont	Richard Crummitt	Annual Inspection	In Compliance

Time period start: 12/13/2013 end: 1/9/2014 Board Meeting 13-Jan-2014 FY2014

Board Meeting	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year total
Mileage	2,158	3,057	3,100	3,027	3,245	2,527	2,484						19,688
Apprentices													
Interviewed	3	1	0	3	3	0	0						10
Not Available	0	2	0	0	0	0	2						2
Inspections - Annual													completed
Crem Fac	60	7	7	2	3	3	4	2					28
Emb Fac	2	0	0	1	0	0	1	0					2
FH	547	51	38	29	42	52	29	39					280
Total	609	58	45	32	45	55	34	41					310
% of Total Completed	10%	17%	22%	30%	36%	44%	51%						51%
BENCHMARK	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	100%
Difference	1%	0%	-3%	-4%	-3%	-6%	-7%						-40%
Violations Identified	2	3	0	1	3	1	3						13
Inspections - Follow-up													completed
Crem Fac	0	0	0	0	0	0	0						0
Emb Fac	0	0	0	0	0	0	0						0
FH	0	0	0	0	2	6	0						0
Total	0	0	0	0	2	6	0	0	0	0	0	0	8
Inspections - New Facility													completed
Crem Fac	0	0	0	3	0	0	0						3
Emb Fac	0	0	0	0	0	0	0						0
FH	0	1	0	0	0	2	0						3
Total	0	1	0	3	0	2	0	0	0	0	0	0	6
Investigations Working	5	8	7	10	12	2	5						49
Days Attributed to:													
Inspecting				17	16	12	15						60
Board Meeting	2	1	2	2	2	1	2						12
Office	1	1	0	1	2	1	1						1
Hearings/Investigations	0	0	0	0	1	0	0						1
Training	0	0	0	0	0	0	0						0
Leave	0	0	0	0	0	1	0						1
Total Days Included	3	2	2	20	21	15	18	0	0	0	0	0	81



FUN - Inspector Monthly Report

Report Parameters

Board = FUN
 FUN - Inspector = Seshane
 From 12/13/2013 to 01/09/2014

Inspection Date	Credential Number	Name	County	Contact	Reason	Comments
20131213	FH 001954	GUNDERHALL & FOLK FUNERAL DIRECTORS	Marion	David T. Folk	Annual Inspection	In Compliance
20131213	FH 002843	DENZER, FARISON, HOTTINGER & SNYDER FH	Marion	Michael Smith	Annual Inspection	In Compliance
20131219	FH 001795	COLLIGAN FUNERAL HOME INC	Butler	Ann Colligan Wyrick	Annual Inspection	In Compliance
20131219	FH 003023	BROWN-DAWSON-FLICK FH	Butler	David Grubb	Annual Inspection	In Compliance
20131219	FH 003024	BROWN-DAWSON-FLICK FH	Butler	Janine Flick	Annual Inspection	1 Violation-Manager Name
20131220	FH 001647	BUSSARD-BARNES-VANIMAN FUNERAL HOME	Preble	No One Available	Annual Inspection	
20131220	FH 002545	BARNES FUNERAL HOME	Preble	Bruce L. Barnes	Annual Inspection	In Compliance
20131220	FH 002845	NEIN-BARNES FH	Preble	Bruce L. Barnes	Annual Inspection	In Compliance
20131223	FH 001594	HOUSE OF DAY FUNERAL SERVICE	Lucas	Michael K. Day	Annual Inspection	In Compliance
20131223	FH 002388	EGGLESTON MEINERT PAVLEY FH	Lucas	Brett Tscheme	Annual Inspection	In Compliance
20131223	FH 002500	KINSEY-PAVLEY FH	Lucas	No One Available	Annual Inspection	
20131224	CREM 000091	CREMATION CENTER	Fulton	Todd Grisier	Annual Inspection	In Compliance
20131224	FH 002658	WEIGEL FH	Fulton	No One Available	Annual Inspection	
20131224	FH 002659	WEIGEL FH	Fulton	No One Available	Annual Inspection	
20131224	FH 003117	NEVILLE FH	Lucas	Raymond R. Orben	Annual Inspection	In Compliance
20131228	FH 001228	TIMSON-ALLEN-MELROY FUNERAL HOME	Marion	Mark Melroy	Annual Inspection	In Compliance
20131228	FH 002877	BOYD-BORN FH	Marion	Larry Born	Annual Inspection	In Compliance
20131228	FH 002987	STOFHECK BALLINGER FH INC	Marion	No One Available	Annual Inspection	
20131228	FH 002988	STOFHECK BALLINGER FH INC	Marion	Barbara A. Stofcheck	Annual Inspection	In Compliance
20131227	FH 002544	BARNES FUNERAL HOME	Preble	Stanley Arthur	Annual Inspection	In Compliance
20131227	FH 002547	BARNES FUNERAL HOME	Preble	Todd E. Line	Annual Inspection	In Compliance

FUN - Inspector Monthly Report

Report Parameters

Board = FUN
 FUN - Inspector = Seehase
 From 12/13/2013 to 01/09/2014

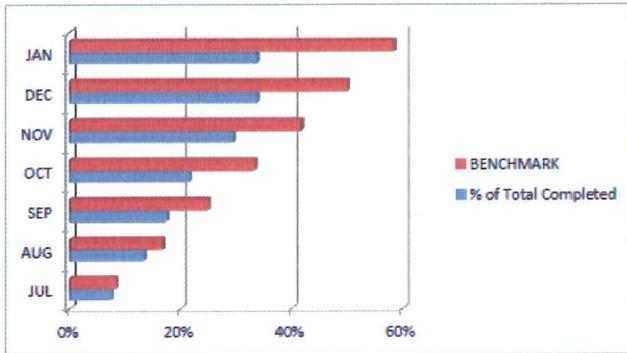
Inspection Date	Credential Number	Name	County	Contact	Reason	Comments
20131230	FH 001304	THOMAS I WISNIEWSKI FUNERAL HOME	Lucas	Tom Miller	Annual Inspection	In Compliance
20131230	FH 001625	ROBERT H WICK/WISNIEWSKI FUNERAL HO	Lucas	Tom Miller	Annual Inspection	In Compliance
20131230	FH 001929	WALKER FUNERAL HOME	Lucas	Ryan Hobbs	Annual Inspection	In Compliance
20131230	FH 002721	DALE-RIGGS FUNERAL HOME	Lucas	Deborah Hall	Annual Inspection	In Compliance
20131230	FH 003116	NEVILLE FH	Lucas	Ray Orben	Annual Inspection	In Compliance
20131231	CREM 000140	TOLEDO MEMORIAL PARK	Lucas	No One Available	Annual Inspection	
20131231	FH 003046	DOWLING FH	Lucas	John Dowling	Annual Inspection	In Compliance
20131231	FH003266	JAMES COYLE & SON, INC.	Lucas	Gary Hanenkath	Annual Inspection	In Compliance
20140102	FH 001282	LINDLOFF-ZIMMERMAN FUNERAL HOME INC	Preble	Lysle Lindloff	Annual Inspection	In Compliance
20140102	FH 002699	ROBERT L CROOKS FUNERAL CENTER	Preble	Dan Appenzeller	Annual Inspection	In Compliance
20140102	FH 002932	GIRTON SCHMIDT & BOUCHER GARD FH	Preble	Sarah E. Duke	Annual Inspection	In Compliance
20140103	FH 001114	BRICKNER FUNERAL HOME	Van Wert	T. Charles Brickner	Annual Inspection	In Compliance
20140103	FH 002815	COWAN & SON FH	Van Wert	Philip M. Cowan	Annual Inspection	In Compliance
20140108	FH 002943	IVEY FH	Butler	Mark D. Ivey	Annual Inspection	In Compliance
20140108	FH 003096	OGLE & PAUL R YOUNG FH	Butler	Adam Young	Annual Inspection	In Compliance
20140108	FH 001283	LINDLOFF-ZIMMERMAN FUNERAL HOME INC	Preble	Lysle Lindloff	Annual Inspection	In Compliance
20140108	FH 003118	SHOWALTER BLACKWELL CARTEE FH	Preble	Jim Tilton	Annual Inspection	2 Violations--Manager License and Name at Ingress
20140109	FH 000561	EASTMAN FUNERAL HOME	Huron	Don Eastman	Annual Inspection	In Compliance
20140109	FH 002661	SECOR FH	Huron	Matt Schwab	Annual Inspection	In Compliance
20140109	FH 003115	LINDSEY-KOCHER FS	Huron	Jeff Kocher	Annual Inspection	In Compliance

State of Ohio
Board of Embalmers and Funeral Directors

Summary Report

Time period start: 12/16/2013 end: 1/9/2014 Board Meeting 13-Jan-2014 FY2014

Board Meeting	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year
Inspections - Annual													completed
Crem Fac	120	8	10	3	3	8	6	6					44
Emb Fac	4	0	0	1	0	0	1	0					2
FH	1167	88	67	47	51	94	47	59					453
Total	1291	96	77	51	54	102	54	65					499
% of Total Completed	7%	13%	17%	22%	29%	34%	34%						39%
BENCHMARK	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	100%
Difference	-1%	-3%	-8%	-12%	-12%	-16%	-25%						-61%
Average No. Days Attributed to:													
Inspecting				11.5	12.5	12	10.5						46.5
Board Meeting	2	1	1.5	2	2	0.5	2						11
Office	1	1	0	1	2	1.5	1						1
Hearings/Investigations	0	0	0	2	4.5	3	4.5						14
Training	0	0	0	0	0	0	0						0
Leave	0	0	0	3.5	1	2.5	0						7
Total Days Included	3	2	1.5	20	22	19.5	18	0	0	0	0	0	86



Compliance

State of Ohio

COMPLIANCE MOTION # 1

Board of Embalmers and Funeral Directors

**On motions denoted with an asterisk (*), the names and identifying information were 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.*

Recommendation to Charge #1400070

*On a motion by Mr. Robert Wasko, and seconded by Mr. Thomas Fleming, the Board voted to defer consideration of charges to: **Funeral Home and/or Funeral Director** until the June 2014 meeting of the Board. The Board granted opportunity for resolution as outlined in a letter of advisement to the funeral home. If a resolution is not fulfilled suitably, the Board shall re-consider charges.

With a violation of: 4717.14 (A) (4) The applicant or licensee has committed immoral or unprofessional conduct.4717-8-01 Unprofessional Conduct – Specifically, for failure to respond to the family and delay in the installation of a veteran’s stone.

- And order:** Option 1: Motion: An opportunity for hearing
- Option 2: Motion: An order to Pay Forfeiture (2nd Offense)
[licensee may request hearing instead]
(4717-12-01(A)(3)(a) \$7,500.00 min -\$10,000.00 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	X			
Linda Betzer	X			
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion passed with a vote of 5 to 0.

Details:

11/14/2013-Initial Complaint- The complainant's father passed away 11/20/2012. The installation of a "Veteran's Stone" was included in his preneed arrangement. The death had occurred almost a year ago, but the stone had not yet been installed. The funeral director had not provided a reason for the delay and a family member was having difficulty getting in touch with the funeral director.

11/21/2013-"Request Response" letter issued to the funeral home.

12/12/2013- A response was submitted by the funeral director stating:

1. He had forgotten about the stone
2. He had filled out the paperwork for the marker incorrectly and had to resubmit it.
3. He had difficulty with the monument company that was supposed to do the lettering and eventually had to use another company.
4. He was sorry about the delay.

1/6/2014-Inspector T. Seehase reported contact with the complainant and her stepsister. Both agree that a year to complete headstone engraving and filing for VA marker was excessive and the excuse of "I forgot" was unacceptable.

The family is also upset that they called the funeral home and the FD does not call them back and give updates.

To date, the marker is still not installed.

Prior Orders of the Board:

1. 8/19/2013 – Charged with a violation of ORC 4717.14 (A)(4) Unprofessional Conduct; specifically the licensee failed to respond to the annual preneed audit.
 - a. Opportunity for hearing issued. AAG states settlement is pending.

Board meeting notations:

There was discussion between the board and Inspector Troy Seehase on his investigation.

Mr. Thomas Fleming stated opinion that this issue may be related to a forgotten agreement between the funeral director and the consumer not addressed in the prearranged contract. He requested discussion to determine if the forgotten services may have been a favor to the consumer or an expense within the prearrangement.

Mr. Robert Wasco stated concern that the funeral home had stopped communicating with the family. He asked Executive Director Vanessa Niekamp if the board could draft a letter to the funeral director addressing steps for a resolution.

Director Niekamp replied that a letter of advisement can be drafted by the board.

Mr. Greg Boyer stated concern that this deceased veteran still does not have a military marker affixed to his resting place after one year. He described the situation as shameful; a veteran's family should not wait so long for an earned designation.

A consensus was reached by the Board that a letter be drafted by the board office to the funeral director suggesting steps to a resolution.

Board of Embalmers and Funeral Directors

**On motions denoted with an asterisk (*), the names and identifying information were 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.*

Recommendation to Charge #1400071

*On a motion by Mr. Robert Wasko, and seconded by Mr. Thomas Fleming, the Board voted to charge:

*Howard-Rhoden Funeral Home (FH.002476), *Rhoden Memorial Home (FH.001741), *Rhoden Memorial Home (FH.001178), and *Tarea M. Rhoden (DUAL.008980):

With a violation of #1: R.C. 4717.14 (A)(4)-The applicant or licensee has committed immoral or unprofessional conduct. 4717-8-01 Unprofessional Conduct (G) "Failure to comply with any Board request during an inspection or investigation, or finding, or order."

And order: Motion: An opportunity for hearing

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Linda Betzer		X		
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion passed with a vote of 4 to 1 (Betzer).

With a violation of #2: R.C. 4717.13 (C) – Failure to properly close a funeral home. “No person who holds a funeral home license for a funeral home that is closed, or that is owned by a funeral business in which changes in the ownership of the funeral business result in a majority of the ownership of the funeral business being held by one or more persons who solely or in combination with others did not own a majority of the funeral business immediately prior to the change in ownership, shall fail to submit to the board within thirty days after the closing or such a change in ownership of the funeral business owning the funeral home, a clearly enumerated account of all of the following from which the licensee, at the time of the closing or change in ownership of the funeral business and in connection with the funeral home, was to receive payment for providing funeral services, funeral goods, or any combination of those in connection with the funeral or final disposition of a dead human body.”

And order: Motion: An opportunity for hearing

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Linda Betzer		X		
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion passed with a vote of 4 to 1 (Betzer).

Details:

This FH is one of several operated by the same family (2 other locations in total). The AIC from this FH is now at one of the other locations. Calls to this FH direct you to the FH where the AIC is now working.

11/22/2013- Ohio Board of Embalmers and Funeral Directors staff initiated a complaint and investigation into the improper closing of a funeral home. The funeral home is closed and no notice was provided to the Board as required by law.

11/24/2013- A Standard "Request Response" letter was issued to the funeral home, but was returned unaccepted. The AIC was contacted by Inspector Anderson and the request for response was re-mailed to a new address as provided by the AIC. The letter was again not accepted and returned. Resent via certificate of mailing.

1/6/2013- Inspector E. Anderson reported during the Monthly Inspection Team meeting that he had recently spoken to the Funeral Director/MGR/AIC regarding the complaint and that a response was needed immediately.

Inspector Anderson then attempted to contact the Funeral Director/MGR/AI as follows:

1/6/14 early afternoon 1:30-2:00 PM. Left message with female at current FH location of Funeral Director/MGR/AIC

1/7/14 9:30 AM Left message with male at current FH location of Funeral Director/MGR/AIC

1/7/14 11:07 AM Left message with same male at current FH location of Funeral Director/MGR/AIC

No response has been received, nor has documentation required to properly close the FH been provided.

Prior Orders of the Board:

1. 5/4/2011 – Same FH location and FD(AIC) was charged with violations of 4717.08 (A) and 4717.14 (A)(3); specifically for failing to renew the funeral home license and continuing to conduct funeral services. A fine of \$2,500.00 was imposed and paid.
2. 8/19/2013 – Same FH location was charged with a violation of ORC 4717.14 (A)(4) Unprofessional Conduct; specifically the licensee failed to respond to the annual preneed audit.
 - a. Opportunity for hearing issued. AAG has spoken with FD(AIC) and status of case is currently undetermined. Possible Goldman Hearing to be scheduled, since terms of settlement offered by AAG are not being met.

Board meeting notations:

There was discussion between the board and Inspector Eric Anderson on his investigation.

Compliance - Recommendation to Close

On a motion by Mr. Thomas Fleming, and seconded by Mr. Greg Boyer, the Board voted to close the following case(s):

Complaint #	Date Received	Alleged Violation	Conclusion
1400072	11/27/2013	Violation of 4717.24(A)(4)(16&17)(C)(D)(E). Cremation-authorized by other than next of kin.	Family dispute.

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Linda Betzer	X			
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion Passed/Failed with a vote of 5 to 0.

Compliance - Pending Cases

CASE NUMBER	DATE RECEIVED	ALLEGED VIOLATION	COMMENTS	NEXT STEP
1400073	11/29/2013	Refusal to release body. Unprofessional Conduct	Refused to release body, UC, Funeral bill dispute. Body was released to the wrong FH by the hospital. The FH then refused to release the body to another funeral home. There was an altercation and an assault. The first FH is now charging \$1,000.00 for embalming.	Body was released by the FH per families request. No evidence of assault. FH is charging for transportation and embalming. Additional information pending and investigation continues.
1400076	12/31/2013	Signage change requirement- has exceeded two year period		FH has until 01/24/2014 to change the sign.
1400077	3/31/2013	Cemetery operating an unlicensed FH.	Request Response letter-1/2/2/2014	Response due 01/16/2014
1400078	1/6/2014	Preneed Audit	Inspector E. Anderson identified 5 or 6 misappropriated preneed issues totaling about \$30,000.00.	
1400079	1/6/2014	Operating a funeral home without a license	Ongoing investigation	
1400080	12/31/2013	Funeral Bill Dispute	Complainant received a supplemental bill after the contract was signed and paid for. There was a math error. He feels the first contract should be binding.	Initial letters 1/7/2014, Response due 1/21/2014
1400081	1/6/2014	Preneed	Two insurance policies, that were to be purchased as part of the preneed arrangement, were not purchased as agreed to and paid for.	Initial letters 1/7/2014, Response due 1/21/2014
1400082	1/10/2014	Unprofessional Conduct, Funeral Bill Dispute	The family did not have money to pay for a funeral and initially discussed having each family member contribute a portion and requesting contributions at the	Initial letters 1/10/2014, Response due 1/24/2014.

	DATE CHARGED	RESPONDENT	CHARGED VIOLATION	NEXT STEP	STATUS
1201050 1205082 1311036 1104091 1208008 1209021 1902073 1901051	6/17/2013	Robert P. McDermott FD and FH	Preneed Misappropriation	Permanent Revocation. McDermott has filed an appeal with Trumbull County Court. Stay of revocation denied. Briefs submission schedule has been set up by the Court. Mr. McDermott's attorney has filed a brief. AAG brief is due 1/14/2014.	AAG - Appeal of Revocation
1201053001- 1201053053	9/3/2013	McClurkin FH	Misappropriation, Preneed Annual Report	Board order September Board meeting-suspension without hearing. Orders issued. Summary suspension- 9/17/2013 Board Order. Green-card received 09/21/13. As of 11/4/2013 MIT meeting, there is a formal hearing request-hearing to be scheduled. Request for hearing due 10/16/2013.AAG reported 10/7/2013 contact with an attorney representing Patrick. Request for hearing received. 12/9/2013-Wait for criminal action to be completed.	AAG - Hearing (dates TBD by AAG)
1400068	11/19/2013	McVean, Hughes and McClurkin FH, Christopher Engartner	Board	False or deceptive advertising, unlicensed funeral home, funeral directing from an unlicensed facility, 4717.13(A)(3). Hearing Request received for Engartner 12/18/2013.	AAG - Hearing (dates TBD by AAG). possible settlement.
1400003	7/24/2013	Robert A. Lewis	Misappropriation	Board order- opportunity for hearing-September Board meeting.- Charge order issued. Request for hearing due 10/16/2013.As of 11/4/2013 MIT meeting, Goldman to be scheduled. 12/9/2013-Investigative Summary prepared.	AAG - Hearing (Goldman) scheduled for 1/28/2014 at 9:30.
1400049	8/23/2013	Wood-Kortright-Borkoski FH, Franklin Gray-FD and Aaron Borkoski-FD and AIC	Board	FH and Borkoski-opportunity for hearing for operating a FH without a license. \$172,500.00 forfeiture each for two FD's for misrepresenting the facility on death certificates in order to operate from an unlicensed FH. Hearing requests and forfeitures due 11/20/2013. Requests for hearings - 10/30/2013 - from Gray and Borkoski. 12/9/2013- Hearing date to be scheduled and Investigative Summary completed.	AAG - Hearing scheduled for 1/22/2014 at 1:30.
1400002	7/25/2013	Stine-Kilburn Fh	Dottie Hamilton	UC-rude FD behavior, \$500.00 forfeiture due 11/20/2013. Hearing requested and notice of continuance issued. 12/9/2013-Investigative Summary completed and hearing date scheduled.	AAG - Hearing scheduled for 1/22/2014 at 11:00.
1400063	10/7/2013	Timothy Werner	Board	Convicted of a felony involving moral turpitude- a felony of the fourth degree, convicted of a crime involving moral turpitude-abuse of a corpse and Unprofessional Conduct-misrepresented himself to the Dept. Of Health by submitting false documents to gain access to EDRS. Opportunity for hearing. Request due 11/20/2013. 12/9/2013-Hearing to be scheduled and Investigative Summary completed.	AAG - Hearing scheduled for 1/22/2014 at 9:30.
1400057	9/24/2013	Grunn FH, Eric Lusain-apprentice, and Robert Grunn FD/AIC	Board	Advertisement and operating a FH without a license. Hearing request. 12/9/2013-Hearing date scheduled and Investigative Summary completed.	AAG - Hearing scheduled for 1/28/2014 at 11:00.
1400075	12/17/2013	Brian Eger	4717.14 (A) (2) The applicant or licensee has been convicted of or has pleaded guilty to a felony or of any crime involving moral turpitude.	Specifically, the licensee pleaded guilty to one count of 18 U.S.C. 371, Conspiracy to Commit Bank Fraud and to Make False Statements or Reports to Influence a Bank to Make a Loan, and was sentenced to probation for a term of 5 years, and to pay the total criminal monetary penalties of \$450,470.77 in Restitution Ordered. Summary for hearing completed.	AAG - Hearing scheduled for 1/28/2014 at 2:00
1400022	8/19/2013	Danferd Avis- 05422	CE Audit-Failed to respond to the request of the Board, but has a current exemption or waiver.	Board voted 8/19/2013 to charge with a \$500.00 forfeiture. Charge order 8/30/2013. Objection period ends 9/29/2013. Settlement of case with submission of audit document. 10/01/13 Request for hearing. As of 11/7/2013-CE Audit form had been mailed to attorney, but there is no settlement. 12/9/2013- Hearing scheduled and Investigative Summary prepared.	AAG - Hearing scheduled for 1/28/2014 at 11:00.

	DATE CHARGED	RESPONDENT	CHARGED VIOLATION	NEXT STEP	STATUS
1304080	4/15/2013	Gerald Polk	An unlicensed individual is in violation of 4717.13(A)(1)	This is connected to 1301081. Board motion 4/15/2013 to request the Ohio Attorney General's Office to seek an injunction against an unlicensed individual for a violation of 4717.13(A)(1) 5/6/2013-still pending AG decision 6/3/2013-still pending. 8/5/2013 MIT meeting review - The AAG originally working on this should get something to AAG Carla Dowling-Fitzpatrick this week. 9/9/2013-AAG reported she is still waiting on the local prosecutor to provide information. 10/7/2013- Still pending information from local prosecutor. As of 11/4/2013 MIT meeting-AAG drafting request for permission to gain motion for injunction from the Attorney General.	AAG - Injunction Pending
1302053	7/16/2013	Joseph Nero	4717.13(A)(5) Operate a funeral home without a license to operate the funeral home issued by the board under this chapter. Specifically, the Blessing Cremation Center is licensed as a crematory only.	Board voted 7/15/2013 to charge with a \$1,000.00 forfeiture.Board charge order mailed 7/22/2013. Forfeiture due 8/23/2013. 8/5/2013 MIT review- Has contacted AAG and may contest. As of 8/23/2013, there is a proposed settlement in process for a forfeiture of \$500.00 and an agreement to license the facility as a funeral home. As of 11/4/2013 MIT meeting, the settlement agreement went out last week. The crematory will be licensed as a funeral home. 12/6/13 still do not have a signed agreement by Nero from AAG. 12/9/2013-AAG will call Mr. Nero.	AAG - Settlement Pending
1400031	8/19/2013	Bersticker-Scott FH-FH001278	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond(9/25/2013). Hearing request deadline 9/25/2013. 9/9/2013- AAG reported contact and possible settlement. As of 9/24/2013, a hearing request was received from Attorney Douglas King. Preneed report received 9/16/2013. Settlement sent via AAG to respondent on 10/09/13. As of 11/4/2013 MIT meeting, the settlement has not yet returned. 12/9/2013-AAG will follow up.	AAG - Settlement Pending
1400036	8/19/2013	JE Humphrey FH-FH002248	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/25/2013. Hearing request received 9/17/2013. Preneed report filed 9/6/2013. As of 11/4/2013 MIT meeting, the settlement is not back. 12/9/2013-AAG will follow up. 12/30/2013-\$1,000.00 fine paid.	AAG - Settlement Pending
1400042	8/19/2013	Novak FH-FH002664	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/30/2013. As of 9/27/2013, no request for hearing has been received. The Preneed report has not been filed.Goldman hearing to be scheduled 11/14/2013. As of 11/4/2013 MIT meeting, Goldman to be scheduled 12/11/or 12/12.11/20/2013-Preneed recently received. 11/26/13 - AAG stated settlement agreement to VAN within the week. 12/6/13 No settlement from AAG. 12/9/2013-AAG will put together a proposed settlement.	AAG - Settlement Pending
1400044	8/19/2013	Schwartz,Spence,Boyer and Cool Home for Funerals-FH002644	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). The Preneed report was filed 9/27/2013.As of 10/7/2013, AAG sent VN settlement agreement for approval. 12/05/2013-\$1,000.00 paid. 12/06/13 AAG to send signed settlement to VAN. 12/9/2013-AAG will put together a proposed settlement.	AAG - Settlement Pending
1400046	8/19/2013	Williams, Gregory and Martin FS-FH003029	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). As of 11/4/2013 MIT meeting, Goldman to be scheduled 12/11 or 12/12. Settlement now in process.12/3/2013- \$1,000.00 forfeiture paid. 11/18/2013-Preneed report filed. Settlement to be drafted by AAG. 12/9/2013- AAG will check on status.	AAG - Settlement Pending

	DATE CHARGED	RESPONDENT	CHARGED VIOLATION	NEXT STEP	STATUS
1400035	8/19/2013	Howard-Rhoden MH-FH002476	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/30/2013. As of 9/27/2013-No hearing request has been submitted. Preneed report not filed. 10/7/2013- Goldman hearing to be scheduled 11/14/2013. As of 10/30/2013, the hearing date is being rescheduled. Update at 11/4/2013 MIT meeting- Hearing to be set in mid-December. FH may be closed. Hearing cancelled. Notice of Board Order mailed to Tarea Rhoden 12/6/13. 12/9/2013-Office will remain Board order. Board Order mailed Certificate of Mailing.	AAG - Settlement Pending. Possible Goldman Hearing.
1400033	8/19/2013	Crup FH-FH002850	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/25/2013. 9/9/2013- AAG reported contact and possible settlement. 9/12/2013 Request for Hearing received 9/14/2013. Notice states the report was submitted 3/29/2013 and he will waive hearing if the copy being submitted with the hearing request is sufficient. Copy of hearing request received 9/17/2013. Preneed report received 9/16/2013. As of 11/4/2013 MIT meeting, prepare Investigative Summary for December 12th hearing.- Summary prepared. Hearing rescheduled for January.	AAG -Hearing scheduled for 1/29/2014 at 9:30.
1400066	12/16/2013	Grunn FH, Eric Lusa in-apprentice, and Robert Grunn FD/AIC	4717.14(A)(4)-Unprofessional Conduct	There was a lack of organization at the funeral and a lack of communication with the family regarding the condition of the body. Charge order issued 12/17/2013- \$5,000.00 total fine due 1/16/2014.	Forfeiture due 1/16/2014.
1400067	12/16/2013	Smith Mortuary	4717.14(A)(4)-Unprofessional Conduct-4717-8-01(G) Failure to comply with any Board request during an inspection or investigation, or finding, or order.	Response was due regarding complaint on 11/19/2013. 12/3/2013- T. Seehase advised staff of needed response and complaint during an inspection. Staff agreed to respond. 12/12/2013- V. Niekamp contacted FH and advised that issue would be presented to Board on 12/16/2013 if no response received. Board issued a forfeiture order of \$7,500.00 total against FH an FD on 12/16/2013. Mailed 12/17/2013.	Forfeiture due 1/16/2014.
1400040	8/19/2013	Moore FH-FH002237	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/25/2013. 9/9/2013- AAG reported contact and possible settlement. Dementia situation. Request for hearing submitted with reports. 9/10/2013. Report received 9/9/2013. As of 10/7/2013, AAG sent VN Settlement Agreement to approve. As of 11/4/2013 MIT meeting- No additional update. 12/3/2013- forfeiture of \$1,000.00 paid.	Forfeiture due 1/16/2014.
1302054	4/15/2013	Charles E. Watson and FH	Complainant states that her mother made periodic payments totaling \$3,100.00 to this funeral home as part of a preneed arrangement. When the mother passed away, arrangements were handled by another funeral home. The funeral home has not responded to a number of attempts by the family to contact it. The family is requesting a refund of the money.	As of 8/5/2013-\$3,000.00 settlement agreement being drafted. Did not file notice of appeal. 10/02/13 - AAG plans to have settlement before board at OCT meeting. 10/7/2013- AAG still working on settlement. As of the 11/4/2013 MIT meeting, the agreement has not returned. AAG to follow up. 12/9/2013- The settlement is back and awaiting Board signature on 12/16/2013. Board signed on 12/16/2013. Fine due 01/16/2014.	Forfeiture due 1/16/2014.
1400039	8/19/2013	Kirby FS-FH003025	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/25/2013. Hearing request received 8/30/2013. Preneed report received on 8/30/2013. As of 11/4/2013 MIT meeting-no update.	Forfeiture due 1/16/2014.

	DATE CHARGED	RESPONDENT	CHARGED VIOLATION	NEXT STEP	STATUS
1400045	8/19/2013	Vensil and Chute FH, Inc.-FH002639	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013).Hearing request deadline 9/30/2013. 9/9/2013 AAG reported contact and possible settlement.. 9/25/2013- received copy of hearing request dated 9/4/2013. It arrived in the office on 9/5/2013. As of 9/27/2013, no Preneed report filed. As of 10/7/2013, AAG sent VN Settlement Agreement to approve. Preneed received 9/30/2013. Settlement signed by respondent.	Forfeiture due 1/18/2014.
1400037	8/19/2013	Jackson-Kercheval-Meyers FH-FH002126	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Hearing request deadline 9/25/2013. 9/9/2013- AAG reported contact and possible settlement. Hearing request if no settlement letter received 9/10/201. Preneed report received 9/9/2013. As of 10/7/2013, AAG sent VN Settlement Agreement to approve. As of 11/4/2013 MIT meeting, Settlement back (\$1,000.00), but payment not yet made.	Forfeiture due 1/18/2014.
1400038	8/19/2013	Kevin M. Coyne FS-FH003078	Preneed Annual Report	Charge order-Opportunity for Hearing- 8/26/2013-30 days to respond (9/25/2013). Settlement Completed 11/18/2013. Fine of \$1,000.00 due 5/17/2014.	Forfeiture due 5/17/2014.
1400074	12/16/2013	Patricia Wills and J.W.Wills Co/House of Wills	4717.06(B)(1)- 2 counts and 4717-7-02(D)-6 counts	Violations that were identified during inspection initiated when conducting preneed audit- summary suspenson orderd 12/16/2013	Objection period ends 1/18/2014
1400016	8/19/2013	Carleen Carlson-FD 007774	CE Audit-Did not complete the entire 18 hours by 12/31/2012, and there is no documentation that any of the hours have been made up.	Board voted 8/19/2013, to suspend license and to charge with a \$2,000.00 forfeiture. Sent in request for hearing 9/27/2013.11/8/2013 status update- Payment, but no settlement-settlement mailed 10/9/2013. Settlement resent on 12/09/13.	Settlement Pending Board Signature at JAN 2014 Meeting

Board meeting notations:

Mr. Robert Wasko shared concern and frustration with the growing list of charged cases, and expressed his dissatisfied with the efforts from the Attorney General's Office regarding the unresolved status of many cases originating months ago. He requested discussion on how the board could conclude the backlog. Mr. Wasko questioned if the Executive Director could handle the settlements on behalf of the

board. Mr. Wasko read a motion he has been drafting and stated he would forward it to the board office to be included on the February 2014 meeting agenda for consideration.

Mrs. Barbara Stafford offered opinion on settlements of charged cases. After observing the board over the past year, she suggested there may be a more efficient way of closing the charged cases. Mrs. Stafford recommended the board office negotiate directly with the charged licensees to reach settlement agreements. Her participation with the continuing education audit of 2013 provided experience demonstrating the board office's ability to expeditiously and satisfactorily handle the cases as opposed to those handled by the Attorney General's Office.

Executive Director Vanessa Niekamp agreed with Mrs. Stafford's recommendation that she could assist if it were the wish of the board.

On a motion by Mr. Robert Wasko, and seconded by Mr. Thomas Fleming, the Board voted to allow the Board Executive Director to settle pending cases from the Annual Preneed Funeral Contract Report Audit of 2013. The Board Executive Director shall also inform the Attorney General's Office of the change in writing.

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Linda Betzer	X			
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion passed with a vote of 5 to 0.

On a motion by Mr. Thomas Fleming, and seconded by Mr. Greg Boyer, the Board voted to recess the meeting: Ayes: 5, Nays: 0; Motion passed.

The January 2014 meeting of the Board recessed at 2:43 p.m.



State of Ohio Board of Embalmers and Funeral Directors

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Reconvening of the Board

The Board of Embalmers and Funeral Directors reconvened in regular session on Tuesday, January 14, 2014, in the 31st Floor Boardroom of the Riffe Center located at 77 South High Street, Columbus, Ohio. Board President Robert Carter called the meeting to order 9:03 a.m. Other board members in attendance were Mr. Robert Wasko, Ms. Linda Betzer, Mr. Thomas Fleming, and Mr. Greg Boyer. Board staff members present were Executive Director Vanessa Niekamp, Inspectors Eric Anderson and Troy Seehase, Office personnel Danny Finrock, and Jarrod Williams. Also attending was Assistant Attorney General Carla Dowling-Fitzpatrick, board counsel.

Continuing Education

Mr. Greg Boyer presented the applications for continuing education programs.

Applications for 50 Year Exemption

On a motion by Mr. Robert Carter, and seconded by Ms. Linda Betzer, the Board voted to approve the following application:

Licensee	License Number(s)	Note
Lewellyn, Wallace D Jr.	DUAL 6377	First Issued 12/02/1963

The motion passed with a vote of 5 to 0.

Applications for Exemption

On a motion by Mr. Robert Wasko, and seconded by Mr. Thomas Fleming, the Board voted to approve the following application:

Licensee	License Number(s)	Note
Zabor, Thomas W.	FD 5881	

The motion passed with a vote of 5 to 0.

Applications for Continuing Education

Continuing Education Programs January 14, 2013:

On a motion by Mr. Robert Wasiko, and seconded by Ms. Linda Betzer, the Board voted to approve the following applications for continuing education: Ayes: 5, Nays: 0; Motion passed.

Sponsor Name	Program Date	Hours	Location	Course Name	Contact	Phone
BALIN AND ASSOCIATES	2/24/2014	6	Toledo, Ohio	Ethics at the End of Life	Marcela Balin	937-766-2645
BALIN AND ASSOCIATES	2/26/2014	6	Desaver creek, Ohio	Ethics at the End of Life	Marcela Balin	937-766-2645
CENTRAL INSTITUTE FOR EDUCATIONAL ADVANCEMENT	2/25/2014	3	Miamisburg, Ohio	What in the World am I Doing?	Joel L. Celis	937-572-8536
CENTRAL INSTITUTE FOR EDUCATIONAL ADVANCEMENT	3/14/2014	4	Miamisburg, Ohio	Healthy Relationships in the Workplace	Joel L. Celis	937-572-8536
CENTRAL INSTITUTE FOR EDUCATIONAL ADVANCEMENT	3/27/2014	3	Miamisburg, Ohio	Death out of Order Approval	Joel L. Celis	937-572-8536
CENTRAL INSTITUTE FOR EDUCATIONAL ADVANCEMENT	4/17/2014	3	Miamisburg, Ohio	Unique Tools For Those in Grief	Joel L. Celis	937-572-8536
CENTRAL OHIO FUNERAL DIRECTORS ASSOCIATION	1/28/2014	1	Powell, Ohio	Creating a Healthy Workplace	Anne Kurtz	614-495-2077
CENTRAL OHIO FUNERAL DIRECTORS ASSOCIATION	1/28/2014	1	Powell, Ohio	Cultural Considerations at End of Life	Anne Kurtz	614-495-2077
CUYAHOGA FUNERAL DIRECTORS ASSOCIATION	1/27/2014	3	Willowick, Ohio	Classic Memorials	Tina Grod	440-728-0003
FIRELANDS FUNERAL DIRECTORS ASSOCIATION	1/18/2014	2	Norwalk, Ohio	Milano Monuments	David F Koch	419-526-1070
FUNERAL DIRECTORS ASSOCIATION OF KENTUCKY	2/4/2014	6	Lexington, Kentucky	FDAK 2014 Mid-Winter Conference - First Session	Kim House	502-223-0622
FUNERAL DIRECTORS ASSOCIATION OF KENTUCKY	2/4/2014	6	Lexington, Kentucky	FDAK 2014 Mid-Winter Conference - Second Session	Kim House	502-223-0622
FUNERAL DIRECTORS ASSOCIATION OF NW OHIO INC	2/17/2014	2	Toledo, Ohio	OSHA Standards and Ohio EPA Regulations at Brief	Carler Neff	419-243-6281
HOSPICE FOUNDATION OF AMERICA	4/10/2014	3	Online	Webcast Living With Grief: Helping Adolescents Cope with Loss	Kristen Nanjundaram	202-457-5511 x1005
INSIGHT INSTITUTE	3/21/2014	17	Tampa, Florida	Certified Funeral Celebrant Training	Glenda Slansbury	405-610-9501
INSIGHT INSTITUTE	4/25/2014	17	Oklahoma City, Oklahoma	Certified Funeral Celebrant Training	Glenda Slansbury	405-610-9501
INSIGHT INSTITUTE	5/17/2014	17	Minneapolis, MN	Certified Funeral Celebrant Training	Glenda Slansbury	405-610-9501
INSIGHT INSTITUTE	6/20/2014	17	Richmond, British Columbia	Certified Funeral Celebrant Training	Glenda Slansbury	405-610-9501

INSIGHT INSTITUTE	9/26/2014	17	Atlantic City, NJ	Certified Funeral Celebrant Training	Glenda Stensbury	405-310-9501
INTERNATIONAL ORDER OF THE GOLDEN RULE	2/13/2014	4	Lady Lake, Florida	Regional Workshop - A lifeline for Funeral: Attracting Families that are Slipp	Jessica A. Smith	800-637-8030 X 110
INTERNATIONAL ORDER OF THE GOLDEN RULE	2/27/2014	1	Teleconference	SheCommerce: Understanding the Female Funeral Service Customer Online	Jessica A. Smith	800-637-8030 X 110
INTERNATIONAL ORDER OF THE GOLDEN RULE	5/13/2014	4	Saint Charles, IL	Regional Workshop - A lifeline for Funeral: Attracting Families that are Slipp	Jessica A. Smith	800-637-8030 X 110
NATIONAL FUNERAL DIRECTORS ASSOCIATION	2/27/2014	1	Teleconference	Inspiring Families to Have the Talk of a Lifetime: How to Make it Happen	Kathleen Walczak	292-228-6332
OHIO ATTORNEY GENERAL'S OFFICE	1/6/2014	1	Columbus, Ohio	Ohio Crime Victim Compensation Training	Verica Miller	(614) 644-1234
OHIO ATTORNEY GENERAL'S OFFICE	1/16/2014	1	Columbus, Ohio	Ohio Crime Victim Compensation Training	Verica Miller	(614) 644-1234
OHIO FUNERAL DIRECTORS ASSOC DIST #1	1/29/2014	2	Archbold, Ohio	Returning Your Accounts and Your Customers Back to Your Business	Gary M. Burr	419-320-8913
OHIO FUNERAL DIRECTORS ASSOC DIST #1	2/26/2014	2	Archbold, Ohio	Sufficient Grace Ministries	Gary M. Burr	419-320-8913
OHIO FUNERAL DIRECTORS ASSOC DIST #1	3/26/2014	3	Archbold, Ohio	Annual OSHA Refresher	Gary M. Burr	419-320-8913
OHIO FUNERAL DIRECTORS ASSOCIATION	2/24/2014	2	Cleveland, Ohio	OFDA Funeral Service Updates: Legal Issues Updates	Diana O'Neil	614-466-5339
OHIO FUNERAL DIRECTORS ASSOCIATION #11	3/11/2014	2	Cincinnati, Ohio	Tissue Donation and Transplantation - Life Center Organ Donor Network	Tim King	513-722-2430 x2
OHIO FUNERAL DIRECTORS ASSOCIATION #11	4/22/2014	2	Cincinnati, Ohio	Grow Your Business Coaching	Tim King	513-722-2430 x2
OSHA COMPLIANCE SERVICES	1/27/2014	2	Toledo, Ohio	Complying with OSHA Standards for Funeral Homes (review & update)	Paul H Conrad	419-866-7270
OSHA COMPLIANCE SERVICES	1/28/2014	2	Akron, Ohio	Complying with OSHA Standards for FHs (Review/Update)	Paul H Conrad	419-866-7270
OSHA COMPLIANCE SERVICES	2/11/2014	2	Dayton, Ohio	Complying with OSHA Standards for Funeral Homes (review & update)	Paul H Conrad	419-866-7270
PRACTICUM STRATEGIES	1/14/2014	3	Online	Cremation: Yesterday, Today, Tomorrow Online	Richard Santore	800-731-4714
STERICYCLE	2/3/2014	2	Akron, Ohio	Funeral Service OSHA / Bloodborne Pathogens Training	Sophia Aldrich	330-964-7141
STERICYCLE	2/3/2014	1	Akron, Ohio	Funeral Service Hazard Communication Training	Sophia Aldrich	330-964-7141
STERICYCLE	3/26/2014	2	Kent, Ohio	Funeral Service OSHA / Bloodborne Pathogens Training	Sophia Aldrich	330-964-7141
STERICYCLE	3/25/2014	1	Kent, Ohio	Funeral Service Hazard Communication Training	Sophia Aldrich	330-964-7141

Applications for Individual License Requesting Continuing Education

Continuing Education Programs January 14, 2013:

On a motion by Mr. Robert Waske, and seconded by Ms. Linda Betzer, the Board voted to approve the following applications for continuing education: Ayes: 5, Noys: 0; Motion passed.

Name	Location	Course Name	Hours	Program Date
Getis, Joel L.	Blue Ash, Ohio	Trauma Competency Conference	12	2/27-28/2014
Galyon Jr., Ronald Harrison	Piqua, Ohio	Biomechanics	6	1/14/2014 - 5/8/2014
Vance, David L.	Ocean City, MD	Funeral Service Counseling / Ethics	6	2/14-16/2014

Operations Committee Report

Executive Director Vanessa Niekamp presented the Operations Committee Report from the meeting held Monday, January 13, 2014. Topics of discussion included the following:

1. Facility Inspection Reports will soon be conducted via laptop computers. The paper version will be phased out. Beginning in February 2014, board inspectors will use a new software application to complete their reports. The reports will be generated, confirmed, and stored electronically. A copy (receipt) will be provided to the licensee, whom was the subject of inspection, deliverable to an email address for recordkeeping.
2. A demonstration of the electronic version of the new Facility Inspection Report will be presented to board members during the February 2014 meeting of the Board.
3. Executive Director Vanessa Niekamp announced that she will not be able to attend the Annual Meeting of The Conference in February 2014. Mrs. Niekamp requested a volunteer to replace her vacancy. - *Mr. Greg Boyer volunteered to attend with Board President Robert Carter to represent Ohio.*
4. There was discussion on updating board policies regarding executive director and staff time reporting.
5. There was discussion on the annual Financial Disclosure Statement issued by the Ohio Ethics Commission. Filers can submit forms by mail or electronically. The deadline to file a statement is April 15, 2014.

Executive Director's Report

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

Mr. Thomas Fleming questioned encumbrance amounts listed for accounts 510 and 520. Director Niekamp explained the purposes for which the monetary amounts were to be attributed.

Director Niekamp announced an invitation from Buckeye State Funeral Directors and Embalmers Association to participate in their Annual Convention during June 19-21, 2014. She asked for volunteers to attend and represent the board. - *Mr. Greg Boyer confirmed his attendance for Thursday, June 19.*

Executive Director Niekamp presented a proposal for consideration by the board. The proposal is to adopt a revision of Board Internal Policy "FUN IPP006: Executive Director and Staff Time". The revision would amend the authorization and the procedure of advancing time reporting in Ohio Administrative Knowledge System (OAKS).



State of Ohio
Board of Embalmers and Funeral Directors

77 South High Street, 16th Floor, Columbus, OH 43215-6108 • Phone (614) 466-4252 • Fax (614) 728-6825
E-Mail: oh.emb.bd@funeral.ohio.gov • Website: www.funeral.ohio.gov

Policy for Consideration

The attached proposed revisions to FUN IPP006: Executive Director and Staff Time, was originally passed by the board in November 2013. The attached revisions update the IPP to current practice.

On a motion by Mr. Robert Wasko, and seconded by Ms. Linda Betzer, the Board voted to adopt the Internal Policy and Procedure as revised: ***FUN IPP006: Executive Director and Staff Time***

ROLL CALL VOTE				
MEMBER	AYE/YES	NAY/NO	PRESENT	ABSTAINED
Robert Wasko	X			
Linda Betzer	X			
Robert Carter	X			
Thomas Fleming	X			
Greg Boyer	X			

The motion passed with a vote of 5 to 0.

Executive Director Niekamp announced the board office received notice of the annual financial disclosure statement distributions to board members by the Ohio Ethics Commission. Mrs. Niekamp reminded all to complete their statements, as required by law, and submit on or before the deadline of April 15, 2014. She added that any board member needing assistance filing their statement may contact the board office.

Executive Director Niekamp presented copies of future calendar years (2015, 2016 ...) with anticipated board meeting dates, holidays, and payroll dates for consideration. She requested the board to review the dates and confer with their schedules to identify potential conflicts. Mrs. Niekamp added that if board members wished to amend the meeting dates, they must consider the pay period end dates so as to receive service credit appropriately.

Ms. Linda Betzer suggested amending board meeting dates. She recommended a fluctuation of the schedule when meetings occur on the second Monday of the month.

There was discussion among the board on future board meeting dates. – *The board agreed to amend select meeting dates as follows:*

2014

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Payroll

Holiday

Board Meeting

2015

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NOVEMBER						
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Payroll

Holiday

Board Meeting

On a motion by Mr. Greg Boyer, and seconded by Mr. Thomas Fleming, the Board voted to adjourn the meeting: Ayes: 5, Nays: 0; Motion passed.

The January 2014 meeting of the Board adjourned at 9:40 a.m.