

Regular Meeting (Tuesday, April 26, 2016)

Generated by Vanessa Niekamp on Wednesday, April 27, 2016

This meeting of the Board of Embalmers and Funeral Directors was video recorded. You may view this meeting in its entirety at: <https://www.youtube.com/watch?v=U0Pk1Q5kzJ8> to fully understand and appreciate the rationale behind the board's decisions. MINUTES SHALL BE CONSIDERED UNOFFICIAL UNTIL READ AND APPROVED BY FORMAL VOTE AT A SUCCEEDING REGULAR MEETING.

Members present

Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Others present

Vanessa Niekamp, Katherine Bockbrader

Meeting called to order at 1:00 PM

1. Convening of the Board - President

1.01 Calling of the Roll

1.02 Introduction of New Member Jon Rettig, Sr.

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item by announcing new board member Jon Rettig, Sr. and thanked Mr. Rettig for joining the board. Mr. Rettig thanked Mr. Boyer for his introduction. Mr. Boyer asked Mr. Rettig if he wished to say a few words. Mr. Rettig replied by acknowledging his seating position directly left of the board chairperson and humorously stated his intention to be good.

1.03 Consideration of the January 2016 Minutes

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer asked the board if all had taken opportunity to review the meeting minutes. Mr. Jon Rettig, Sr., board member, declared that he had reviewed the minutes and also watched the video (recording of the January 21, 2016 meeting). A motion was made and seconded. The vote commenced.

Motion to approve the meeting minutes from the January 21, 2016 Meeting of the Board.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Jon Rettig

No: Tommy Taneff

NOT VOTING (Abstain/Present): Jack R Marchbanks

2. Licensure

2.01 Erika Furey, DUAL Reciprocal Applicant from Louisiana

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer requested Ms. Erika Furey to stand before the board to explain why she was present and tell a little about herself. Ms. Furey stood before the board and began her narrative with stating that she was a 2014 graduate of CCMS (Cincinnati College of Mortuary Science). After graduation, Ms. Furey accepted an opportunity to serve apprenticeship in the state of Louisiana. Ms. Furey completed her apprenticeship, worked a while, and later decided to return to Ohio for work. Mr. Boyer asked Ms. Furey where she attended mortuary college. Ms. Furey replied that she attended the Cincinnati College of Mortuary Science. Mr. Boyer asked Ms. Furey for the year of graduation. Ms. Furey replied that she graduated in 2014. Mr. Boyer asked Ms. Furey if she planned to sell preneed or intended to obtain an insurance license in Ohio. Ms. Furey replied that she currently does not plan to, however if the circumstances change she will take proper steps. Ms. Furey stated that her primary job will be embalming. Mr. Boyer asked where her apprenticeship was served. Ms. Furey replied that she served apprenticeship at Pellerin Funeral Home in Louisiana. Mr. Robert Wasko, board vice president, remarked that Louisiana and Ohio have similar requirements (as confirmed by Ms. Linda Clark's voice off-camera) and asked if she had a job in Ohio. Ms. Furey replied that she is employed at Schoedinger and will begin embalming and funeral directing responsibilities upon issuance of Ohio licenses. Mr. Wasko asked if she had any problems or violations with the Louisiana State (Licensing) Board. Ms. Furey replied, that there were none. Mr. Boyer asked the board if there were any more questions. Mr. Jack Marchbanks, board member, asked Ms. Furey when employment with Schoedinger began. Ms. Furey replied that she began March fourth. Mr. Boyer asked the board if there were any more questions.

Mr. Boyer asked the board for a motion to approve. A motion was made and seconded. The vote commenced.

Motion to approve the Application for DUAL Reciprocal License for Erika Furey.

Motion by Bryan E Chandler, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Board meeting notation: Mr. Boyer congratulated Ms. Furey on receiving approval from the board. Mr. Boyer announced to Ms. Furey, including all apprentices in attendance of the meeting, that she was welcome to remain at the meeting or free to leave if she chose.

2.02 Dan Kennedy, DUAL Apprenticeship Applicant

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer requested Mr. Dan Kennedy to stand before the board to explain why he was present and to tell a little about himself. Mr. Kennedy stood before the board and introduced himself. Mr. Kennedy stated that he was a 2015 graduate of CCMS (Cincinnati College of Mortuary Science). Mr. Kennedy stated that he began an apprenticeship with Robert McCollaugh and the McCollaugh Funeral Home, but his employment ended abruptly. Mr. Kennedy explained that after he submitted application (for Registration of DUAL Apprenticeship) to the board, his affiliated (criminal records) background check contained information from a few years ago that likely caused his termination from the funeral home. Mr. Boyer asked the board of there were any questions to ask Mr. Kennedy. Mr. Robert Wasko, board vice president, asked Mr. Kennedy to clarify where he was serving his apprenticeship. Mr. Kennedy replied that he began serving his practicum at McCollaugh while working the previous four years at Eberle-Fischer Funeral Home. McCollaugh used Eberle-Fischer for cremations and knew of Mr. Kennedy's work; which led to an offer for apprenticeship. Mr. Wasko asked Mr. Kennedy if he were comfortable addressing his past. Mr. Kennedy replied, yes. Mr. Wasko asked Mr. Kennedy to tell about himself. Mr. Kennedy began his narrative with a brief history of his childhood; being unwanted and unmonitored by an alcoholic family. An inattentive family lifestyle led to trouble with the law during adolescence; he served his time and paid all the fines associated to his choices. After marriage and starting a family of his own, Mr. Kennedy stated that his lifestyle reformation began. Mr. Kennedy operated a construction company for about ten years before meeting Mr. Eberle while performing concrete work for him. The two spoke about a career change for Mr. Kennedy, but it wasn't really considered until after a few more years of contracting work. Mr. Kennedy quit contracting and returned to school for four and half years in order to follow Mr. Eberle's advice. Mr. Eberle sold the business to a Mr. Fischer and the apprenticeship offer changed and had to go elsewhere. Mr. Kennedy stated that he was present today to face the past and make a better future. Mr. Wasko asked Mr. Kennedy what attributed to his change (to achieve where he is in life today). Mr. Kennedy replied with a lot of prayer and a caring grandmother. Mr. Thomas Taneff, board member, asked Mr. Kennedy his age when these incidents occurred. Mr. Kennedy replied that his first was eighteen. Mr. Taneff asked Mr. Kennedy how the charge of receiving stolen property was resolved. Mr. Kennedy replied that he plea bargained to be released from jail on account that his girlfriend's (travel) visa expired and was facing deportation; they were married soon after. Mr. Kennedy began a narrative with a brief history leading to the charge; he and friends borrowed a car from a drunken family friend that later sobered up and reported it stolen. Mr. Kennedy and friends were stopped by police. Mr. Taneff asked Mr. Kennedy (to clarify) if a car was involved. Mr. Kennedy replied that it was. Mr. Taneff asked Mr. Kennedy if the car was returned. Mr. Kennedy replied that the car was returned. Mr. Taneff asked Mr. Kennedy how the domestic violence charge was resolved. Mr. Kennedy replied that the charge was a non-incident that originated from an ex-wife who he described as bi-polar and violent. Mr. Taneff reiterated his question of how was it resolved. Mr. Kennedy replied that he plead to that charge as well; citing that he was eighteen at he time of both charges. Mr. Bryan Chandler, board secretary, asked Mr. Kennedy if there were any issues since. Mr. Kennedy replied that there were none. Mr. Chandler asked Mr. Kennedy if he had a place to work. Mr. Kennedy replied that he currently worked part-time for Mr. Mike Lynch and Mr. Jay Dodds doing odd jobs around office until he can get approval to continue. A motion was made and seconded. The vote commenced.

Motion to approve the Application for Initial Registration of DUAL Apprenticeship for Dan Kennedy.

Motion by Tommy Taneff, second by Robert Wasko.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Board meeting notation: Mr. Boyer, Mr. Chandler, and Mr. Taneff congratulated Mr. Kennedy on receiving approval from the board. Mr. Boyer announced to Mr. Kennedy that he was welcome to remain at the meeting or free to leave if he chose.

2.03 Applications Recommended for Licensure - Individuals

The board was provided the agenda item details and reviewed the following applicants:

Initial Licenses to be granted:

License #	Name	Location
Emb.009669 Fd.009773	Carter, Matthew J.	Hamilton
Emb.009670 Fd.009774	Collaros, Erika T.	Columbus

Emb.009671 Fd.009775	Corey, Amanda K.	Springfield
Fd.009776	Dean, Scott A.	Minerva
Fd.009777	Decker, Philip M.	Rittman
Emb.009672 Fd.009778	Gibson, Adam L.	North Olmsted
Emb.009673 Fd.009779	Hall, Shannon M.	Reynoldsburg
Fd.009780	Hayes III, Joseph P.	Columbus
Emb.009674 Fd.009781	Ketchem, Jessica L.	Seaman
Fd.009782	Kinnick, Jillian M.	Youngstown
Emb.009675 Fd.009783	Martin, Joshua N.	Logan
Fd.009784	Meyer, Roger L.	Edison
Emb.009676 Fd.009785	Montgomery, Anabel M.	Tiffin
Emb.009677 Fd.009786	Moye, Alena I.	Columbus
Emb.009678	Peterson, Kacy L.	Springfield
Emb.009679 Fd.009787	Phillips, Danielle J.	Lucasville
Emb.009680 Fd.009788	Raisian, Jeffrey J.	Conneaut
Emb.009681 Fd.009789	Ramsey, Jocelynn M.	Cincinnati
Emb.009682 Fd.009790	Richards, Jeremy E.	Sidney
Emb.009683 Fd.009791	Snyder, Gideon P.	Mansfield
Emb.009684 Fd.009792	Turnbull, Caleb M.	Bryan
Emb.009685 Fd.009793	Varney, William D.	Otway
Emb.009686 Fd.009794	Ward, Angela D.	Norwalk
Fd.009795	Watkins, Jan A.	Sylvania
Emb.009687 Fd.009796	Watson-Smart, Cory L.	Cleveland
Emb.009688 Fd.009797	Zimmerman, Ben A.	Piqua

CCPM Permit to be granted

License #	Name	State	Effective Date
CCPM.000008	Betts, Alonzo L.	Mi	04/26/16

License(s) to be inactive (Minimum 2 Years)

License #	Name	City	Date
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Dual.009303	Weaner, Eric M.	Caper WY	04/26/16
Dual.008552	Williams, Michelle	Bahama NC	04/26/16

Board meeting notation: Ms. Vanessa Niekamp, executive director, announced to the board a clarification of the CCPM designation: Courtesy Card Permit. Mr. Gregory Boyer, board president, introduced the agenda item and stated the types of applications for consideration. Mr. Boyer asked the board for a motion to approve. A motion was made and seconded. The vote commenced.

Motion to approve the applications recommended for individual licensure.

Motion by Jon Rettig, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

2.04 Applications Recommended for Licensure - Facilities

The board was provided the agenda item details and reviewed the following applicants:

Change of Ownership / Existing Facility - New Facility License:

License #	Firm Title	Location
CREM 000203	Central Ohio Cremation Service	Worthington
FH 003459	Conroy Funeral Home, Inc.	Springfield
FH 003460	William Thompson & Son	White Cottage
FH 003461	Busch Funeral Home	North Royalton

New Building / New Facility - License:

License #	Firm Title	Location
FH 003462	W.E. Lusain Funeral Home	Dayton

Name Changes:

License #	Current Name	New Name	Location
FH 002843	DENZER, FARISON, HOTTINGER & SNYDER FH	Snyder Funeral Homes, Denzer Chapel	Marion
FH 003417	Gunder / Hall & Snyder Funeral Home	Snyder Funeral Homes, Gunder / Hall Chapel	Marion
FH 000406	SCHOEDINGER HILLTOP CHAPEL	Hope & Heart Schoedinger Funeral Home	Columbus
FH 003129	WRIGHT-HABEGGER FH	WRIGHT-HANNEMAN- HABEGGER FH	Grand Rapids
FH 003130	WRIGHT-HABEGGER FH	WRIGHT-HANNEMAN- HABEGGER FH	Liberty Center

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item and stated the types of applications for consideration. Mr. Jon Rettig, board member, asked Mr. Boyer if the naming of Hope & Heart Schoedinger Funeral Home was appropriate. Ms. Vanessa Niekamp, executive director, responded to Mr. Rettig's question by stating that since the Schoedinger name is included, it meets the requirement. Mr. Rettig asked Ms. Niekamp if the directional reference in the name of a funeral home was no longer prohibited. Ms. Niekamp replied that the law is still the same. Ms. Niekamp stated that if the name had included a directional reference, it would be precluded. Mr. Boyer asked the board for a motion to approve. Mr. Robert Wasko, board vice president, asked Ms. Niekamp for reassurance, based on current law, that the board can approve this application. Ms. Niekamp replied that the application is permissible because it includes the Schoedinger name and a person with the last name of Schoedinger would be on-site. Mr. Boyer asked the board for any further discussion. Mr. Boyer asked the board for a motion to approve. A motion was made and seconded. The vote commenced.

Motion to approve the applications recommended for facility licensure.

Motion by Tommy Taneff, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

2.05 No Motion Items

The board was provided the agenda item details and reviewed the following information:

Change the manager and/or AIC (name will need to be added to funeral home sign within 24 months):

License #	Firm Title	Licensee Name	Type	Location
FH 002460	Newcomer Funeral Home	Tonya L. Thaxton	Manager	Dayton
FH 002418	Newcomer Funeral Home	Mark A. Forney	Manager	Kettering
FH 003409	Burkey Funeral Home	Raelyn N. Okerwall	AIC	Hilliard
FH 003409	Burkey Funeral Home	Raelyn N. Okerwall	AIC	Parma
FH 001278	BERSTICKER-SCOTT FUNERAL HOME	Charles M Scott Jr.	AIC	Toledo
FH 001983	GUMP-HOLT FUNERAL HOME	Gary Liles	AIC/MGR	Cincinnati
FH 003382	RUTHERFORD FUNERAL HOME	Joseph P. Hayes III	AIC	Powell
FH 003381	RUTHERFORD FUNERAL HOME	Joseph P. Hayes III	AIC	Columbus
FH 003384	RUTHERFORD FUNERAL HOME	Joseph P. Hayes III	AIC	Columbus
FH 003383	RUTHERFORD FUNERAL HOME	Joseph P. Hayes III	AIC/MGR	Worthington
FH 002710	VORHIS & RYAN FUNERAL HOME	Lloyd Rankin	MGR	Lockland
FH 002108	HALTEMAN-FETT & DYER	Alexander Dyer	MGR	Lancaster
FH 002781	LANE FAMILY FHS, SHAFER-WINANS CHAPEL	David J. Knarr	MGR	Cortland
FH 002626	LANE FAMILY FHS, MADASZ CHAPEL	David J. Knarr	MGR	Brookfield
FH 002779	LANE FAMILY FHS	David J. Knarr	MGR	Niles
FH 002780	LANE FAMILY FHS, ROBERTS-CLARK CHAPEL	David J. Knarr	MGR	Warren
FH 003130	WRIGHT-HABEGGER FH	Brian Habegger	AIC/MGR	Liberty Center
FH 003129	WRIGHT-HABEGGER FH	Brian Habegger	AIC/MGR	Grand Rapids
FH 002460	NEWCOMER FH	Tonya L. Thaxton	MGR	Dayton
FH 2418	NEWCOMER FH	Mark A. Forney	MGR	Kettering

FH Paperwork Previously Approved, New Number Assigned

New Funeral Home Number	Firm Title	Location
FH 003458	DeJohn Funeral Home	Chesterland, Ohio

Individuals issued a Registration number

DUAL	Brandfass, Crystal	Zanesville	01/04/16
DUAL	Conley, Samantha	Cincinnati	01/04/16
FD	Foster, Rebecca	Toronto	01/04/16
FD	Frazer, Jason	Mt Vernon	01/19/16
DUAL	Griffieth, Kathleen	Beavercreek	01/04/16
DUAL	Hill, Tiffany	Dayton	01/04/16
DUAL	Hoening, Terrence	Fostoria	01/25/16
DUAL	Jones, Amber	Cheviot	01/25/16
DUAL	Kight, Kyle	Parma	01/19/16
DUAL	Levy, Tyler	Hicksville	01/19/16
DUAL	Martin, Ranee	Oak Hill	01/04/16
DUAL	Meyer, Nicholas	Lancaster	01/04/16
EMB	Meyer, Roger	Marion	01/04/16
DUAL	Morgason, Anne	Marion	01/04/16
DUAL	Rhoden, Regina	Grove City	01/21/16
DUAL	Scheanon, Constance	Ashtabula	01/19/16
DUAL	Stephens, Christie	Wooster	01/21/16
DUAL	Thacker, Ashley	Columbus	01/19/16
DUAL	Bable, Alexander	Columbiana	02/09/16
DUAL	Badgett, Jennifer	Columbus	03/15/16
FD	Bonner, Keli	Cleveland	02/02/16
DUAL	Brown, Nathan	Washington CH	03/08/16
DUAL	Dunn, Elizabeth	Hamilton	03/07/16
DUAL	Eckhardt, Jarrett	Perrysburg	03/01/16
DUAL	Hopkins, Erika	Cleveland	03/03/16
DUAL	Hough, Erika	Bridgeport	02/25/16
FD	Lambert, Ashley	Columbus	03/17/16
FD	Lefton, Benjamin	Cincinnati	02/22/16
DUAL	Metzger, Mark	Willard	02/25/16
DUAL	Mosti, David	Steubenville	02/22/16
FD	Smith, Jamie	Jackson	02/26/16

Individuals Certified as an Apprentice

Type	Name	Funeral Home	City	Date
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DUAL	Brandfass, Crystal	Bryan & Harwick FH	Zanesville	01/07/16
EMB	Budd, Brian	Wappner Funeral Directors	Mansfield	01/19/16
DUAL	Castells, Jessica	Newcomer Funeral Home	Cincinnati	01/11/16
DUAL	Conley, Samantha	Gwen Mooney FH	Cincinnati	01/07/16
FD	Frazer, Jason	Lasater Funeral Home	Mt Vernon	01/29/16
DUAL	Griffieth, Kathleen	Tobias Funeral Home	Beavercreek	01/11/16
DUAL	Hill, Tiffany	Newcomer Funeral Home	Dayton	01/11/16
DUAL	Jones, Larissa	Gwen Mooney FH	Cincinnati	01/04/16
DUAL	Levy, Tyler	Smith & Brown FH	Hicksville	01/21/16
DUAL	Meyer, Nicholas	Frank E Smith FH	Lancaster	01/18/16
DUAL	Meyer, Roger	Denzer-Farison-Hottinger & Snyder	Marion	01/13/16
DUAL	Morgason, Anne	Boyd-Born Funeral Home	Marion	01/04/16
FD	Rousculp, Charles	Newcomer Funeral Home	Akron	01/04/16
DUAL	Scheanon, Constance	Ducro Funeral Home	Ashtabula	01/19/16
DUAL	Thacker, Ashley	Schoedinger State St	Columbus	01/29/16
DUAL	Bable, Alexander	Warrick-Kummer-Rettig FH	Columbiana	02/22/16
FD	Bonner, Keli	Gaines Funeral Home	Cleveland	02/13/16
FD	Brown, Nathan	Kirkpatrick Funeral Home	WCH	03/14/16
DUAL	Dunn, Elizabeth	Brown-Dawson-Flick FH	Hamilton	03/07/16
DUAL	Eckhardt, Jarrett	Witzler-Shank FH	Perrysburg	03/07/16
FD	Foster, Rebecca	JE Foster Funeral Home	Toronto	02/04/16
DUAL	Hoening, Terrence	Hoening Funeral Home	Fostoria	02/02/16
DUAL	Hough, Erin	Wilson Funeral Home	Bridgeport	03/07/16
DUAL	Jones, Amber	Rebold, Rosenacker & Sexton	Cheviot	02/01/16
DUAL	Kight, Kyle	Ripepi Funeral Home	Parma	02/27/16
FD	Kahn, Lauren	Weil Funeral Home	Cincinnati	01/07/16
EMB	Knapik, Kahlen	Robert P Smith Mort.	Cleveland	02/18/16
FD	Lambert, Ashley	Schoedinger State St	Columbus	03/17/16
DUAL	Lefton, Ben	Weil Funeral Home	Cincinnati	03/01/16
DUAL	Metzger, Mark	Secor Funeral Home	Willard	03/17/16
DUAL	Mosti, David J	Mosti Funeral Home	Steubenville	03/01/16
DUAL	Rhoden, Regina	Newcomer Funeral Home	Grove City	01/21/16
DUAL	Stephens, Christie	Roberts Funeral Home	Wooster	02/25/16
DUAL	Sullivan, Brian	Newcomer Funeral Home	Beavercreek	02/01/16

Board meeting notation: Mr. Gregory Boyer, board president introduced the agenda item and stated the types of no motion items listed for review.

3. Continuing Education

3.01 Continuing Education Exemptions

The board was provided the agenda item details and reviewed the following applicants:

50 year Exemption:

License #	Name	Date Issued
DUAL.006184	Bartels, Kenneth J.	05/17/1960
DUAL.006469	Brown, Don L.	11/17/1965
DUAL 006261	SCOTT, CHARLES M	06/13/1961
DUAL 006324	BERNARD JAY HOGENKAMP	11/14/1962

Exemption:

License #	Name
FD.009545	FRANK, KENDALL D

Waiver: (Good for only two years)

License #	Name
FD.005951	HENNESSY, TERRANCE P

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item and stated the types of applications for consideration. Mr. Boyer asked the board for a motion to approve. Mr. Robert Wasko, board vice president, asked Mr. Jon Rettig, board member, if he was familiar with the different types of continuing education exemptions. Mr. Rettig replied that he had some understanding of their differences and requested a synopsis. Mr. Wasko asked Ms. Vanessa Niekamp, executive director, to describe the exemptions. Ms. Niekamp explained their differences: Ms. Niekamp stated that one type (waiver) is for medical issues, and one is for a two year exemption. She said that for the two year exemption period, the applicant cannot be an AIC or manage a facility, and the applicant is not practicing. For all three types, the applicant does not have to complete continuing education hours during the applicable time period. To remove the waiver of exemption, the applicant has to make a request to the Board, and show that they are caught up on their continuing education hours or the applicant must pass a laws and rules examination. There was no further discussion among the board. A motion was made and seconded. The vote commenced.

Motion to approve the applications for 50 year exemption, exemption, and waiver of the continuing education requirement.

Motion by Robert Wasko, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

3.02 Continuing Education Programs - Recommendation to Approve

The board was provided the lists of applicants for February through April 2016 in the agenda item details for review. The documents provided may be located in the agenda online at the following links:[http://www.boarddocs.com/oh/boefd/Board.nsf/files/A732S3038467/\\$file/2016%20FEB%20CE%20Programs.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A732S3038467/$file/2016%20FEB%20CE%20Programs.pdf) and [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9DKKZ4F982D/\\$file/2016%20April%20CE%20Programs.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9DKKZ4F982D/$file/2016%20April%20CE%20Programs.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Ms. Vanessa Niekamp, executive director, clarified that the programs are from February through April 2016. Mr. Boyer asked the board if all had taken opportunity to review the items. Mr. Robert Wasko, board vice president, established his motion, based on the review from staff committee, to recommend the programs, to approve the continuing education programs for February through April 2016. Mr. Boyer asked the board for a second to the motion. Mr. Jack Marchbanks, board member, seconded the motion. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to approve the applications recommended for continuing education programs.

Motion by Robert Wasko, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

3.03 Continuing Education Programs - Recommendation to Approve

The board was provided the agenda item details and reviewed the following applicant:

Cremation Association of North America, 02/03/2016, 10 hours, #6-203symp, Las Vegas, CANAs Cremation Symposium, contact Nanette Haase (312) 245-1077.

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer stated that this agenda item was separated from the previous agenda item because Mr. Jon Rettig, board member, has a conflict of interest related to the item and must recuse himself from voting. A motion was made and seconded. Mr. Boyer asked the board for discussion. Mr. Bryan Chandler, board secretary, asked if this continuing education program was approved with the staff as in the previous list of programs. Mr. Boyer replied that it was. The vote commenced.

Motion to approve the application recommended for continuing education programs.

Motion by Robert Wasko, second by Gregory Boyer.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jack R Marchbanks

NOT VOTING (Abstain/Present): Jon Rettig

4. Annual Preneed Audit

4.01 Licensee was LATE in filing the annual preneed report - First Offense

The board was provided the agenda item details and reviewed the following information:

The following forty-eight (48) licensees were late in submitting their annual preneed report; there were forty-one (41) last year:

Funeral Home	License
MILLER FUNERAL HOME INC	FH. 000064
JENKINS FUNERAL CHAPEL INC	FH. 000231
ZELE FUNERAL HOMES INC	FH. 000321
RADEL FUNERAL SERVICE CO	FH. 000513

STRAWSER FUNERAL HOME INC	FH. 000526
HEINLEIN-BROWN FUNERAL HOME	FH. 000574
BROWN FUNERAL HOME	FH. 000578
F C DAEHLER MORTUARY COMPANY	FH. 000956
JOHN H EVANS FUNERAL HOME	FH. 001270
RADEL FUNERAL SERVICE CO	FH. 001470
GORDON-FLURY MEMORIAL HOME	FH. 001579

MCFARLAND & SON FUNERAL SERVICES CO	FH. 001636
ALEXANDER FUNERAL HOME	FH. 001753
DEAN S FUNERAL HOME	FH. 001771
VORNHOLT-MILLER FUNERAL HOME	FH. 001821
JOHN H EVANS FUNERAL HOME	FH. 001957
WARREN-BROWN FUNERAL HOME	FH. 001974

HERR-RIGGS FUNERAL HOME INC	FH. 002132
MURRAY FUNERAL HOME INC	FH. 002209
CRAVER-RIGGS FUNERAL HOME	FH. 002213
MURRAY-FETTRO FUNERAL HOME INC	FH. 002217
STINE-KILBURN FUNERAL HOME INC	FH. 002261
MCCARDELL-WHITE-MCFARLAND FS	FH. 002276

WOOD-KORTRIGHT-BORKOSKI FH	FH. 002291
MURRAY FUNERAL HOME INC	FH. 002478
MILLER-LONG & FOLK FUNERAL HOME	FH. 002493
HUGHES-MOQUIN FUNERAL HOME	FH. 002568
GEO H ROHDE & SON FH	FH. 002583
DAVID G MARTENS & SON INC	FH. 002677

COWAN & SON FH	FH. 002815
SCHLUP-PUCAK FUNERAL HOME	FH. 002820
BOYD-BORN FH	FH. 002877
CUSTER-GLENN FH INC	FH. 002946
TAYLOR FH	FH. 002983
MALLCHOK FH	FH. 003061

STALEY-STRAWSER FH	FH. 003079
DOVIN & REBER JONES FH	FH. 003083
STROWDER FH	FH. 003086
MURRAY AND WELLINGTON FUNERAL HOME	FH. 003095
EBERLE-FISHER FH	FH. 003155
BRATER-WINTER FH	FH. 003196

BRATER-WINTER FH	FH. 003200
MUELLER FH, INC	FH. 003271
BRIDGES-STOCKER-FRALEY FH, INC	FH. 003296
STOCKER-FRALEY FUNERAL HOME, INC	FH. 003297
DANIEL L BERRY FH	FH. 003317
MATTHEW W CONLEY FH	FH. 003337

CLEPPER-KELSCH FUNERAL HOME	FH. 003364

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer explained the responsibility of funeral homes to file the annual preneed report with the board. Mr. Boyer also explained the responsibility of the board staff to collect and review the submitted annual preneed reports. Mr. Jon Rettig, board member, asked if the forfeiture amount listed was a customary amount that the board has been asking for forfeiture of for this offense. Mr. Boyer replied to Mr. Rettig that it has been and referred to Vanessa Niekamp, executive director, for additional response. Ms. Niekamp explained that the recommended amount was based from prior years' board recommendations and the forfeiture for this specifically begins at five hundred dollars. Mr. Rettig asked for the maximum amount of forfeiture. Ms. Niekamp replied that the maximum is three thousand dollars for a first offense. Mr. Rettig opined the forfeiture amount was too low. Mr. Rettig recalled his own previous audits with the board and stated that licensed professionals should know their responsibilities regarding procedures established by their board. Mr. Bryan Chandler, board secretary, commented that the number of violators increased over last year, so the low fine amount isn't a deterrence. Mr. Robert Wasko, board vice president, asked Ms. Niekamp how many of the forty-eight preneed reports still have not been submitted. Ms. Niekamp clarified that the forty-eight licensees listed submitted their annual preneed report late; the reports were received after the March 30 deadline. Mr. Rettig announced his wish to temper his remarks due to his misunderstanding that the reports had been not submitted. Mr. Wasko commented about unreliable and unpredictable mail service within his region of the state. Ms. Niekamp corrected her earlier statement about the forfeiture amounts for this specific violation; the minimum fine for a first offense is five hundred dollars up to a maximum of five thousand dollars. Mr. Chandler asked Ms. Niekamp when the (annual preneed report) forms are distributed. Ms. Niekamp replied that the forms go out right after the first of the year. Mr. Wasko stated his concern about the increase in late filers and asked Ms. Niekamp how many number of days are considered late. Ms. Niekamp replied that the report is late after the deadline date. Reports received even one day late are considered late. Ms. Niekamp stated that the board in the past has discussed the number of days considered late, but never issued a violation based from how late; the board has considered late as being late. Ms. Niekamp stated the board has the ability to order different sanctions depending on how late the submission is if it chose to. Mr. Chandler stated that the deadline (to submit the annual preneed report) hasn't changed in years; licensees should know when it's due. Mr. Boyer commented that the insurance and trust companies do not always provide the necessary information timely, making it difficult for the funeral home to gather the documents for the report. Mr. Chandler asked Ms. Niekamp to confirm these licensees listed are first time offenders. Ms. Niekamp replied that those listed are for first time offenses. A motion was made and seconded. Mr. Boyer asked the board for further discussion. Ms. Niekamp clarified Mr. Wasko's motion to read as the agenda item recommended motion identifies the charge with violation. Mr. Wasko agreed. The vote commenced.

Motion to charge each licensee with a violation of ORC 4717.14 (A)(4) The applicant or licensee has committed immoral or unprofessional conduct. OAC 4717-8-01 (I) Failure to submit the preneed funeral contract annual report by the thirtieth day of March of each year. Specifically, the licensee was late in filing the annual preneed report with the board; which is required to be filed no later than the thirtieth (30th) day of March. And order to pay forfeiture in the amount of \$500.00 [licensee may request hearing instead].

Motion by Robert Wasko, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

4.02 Licensee was LATE in filing the annual preneed report - Second Offense

The board was provided the agenda item details and reviewed the following information:

The following three (3) licensees were late in submitting their annual preneed report, and it is their second offense; there were seventeen (17) last year:

FUNERAL HOME	LICENSE NUMBER
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BAYLIFF & SON FUNERAL HOME INC	FH. 000054
BURR FUNERAL HOME & CREMATION SERVICE	FH. 001465
BROOKS-OWENS FUNERAL HOME INC	FH. 002365

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Thomas Taneff, board member, asked Mr. Boyer for clarification of the time period related to the term second offense; Is it meant as two years in-a-row or a second offense over five years? Ms. Vanessa Niekamp, executive director, responded to Mr. Taneff by recalling previous actions of the board during her tenure. In her first year as director, Ms. Niekamp explained that the board issued warning letters to licensees that were late and only took action against those who had not submitted the report at the time. In her second year as director, the board declared that no more warning letters were to be offered and issued charges with violation and forfeitures against those that were late and issued board orders with opportunity for hearings for those who had not submitted the report at the time. In her third year as director, she recalled some received a second offense charge with violation because they had received a charge with violation the year before. In this case, the three licensees listed in this agenda item are receiving a charge with violation because they received a charge of violation last year and this is considered their second offense. Mr. Robert Wasko, board vice president, commented that the list of second time offenders has decreased from last year. Mr. Taneff voiced a concern about repeat offenders and asked if an audit is in place to make sure these institutions are in compliance with other unrelated issues. Ms. Niekamp responded to Mr. Taneff's concern by stating that late preneed reports have not been tied to misappropriation of preneed. It's ignoring the board's rules. Mr. Taneff asked the licensed board members for their opinion why something like this happens. Mr. Wasko replied that he thought it were related to laziness. Mr. Taneff shared disbelief that these second offenders are aware the fine is seven thousand five hundred dollars (and would still be late). Ms. Niekamp confirmed the fine was a minimum of seven thousand five hundred dollars according to Ohio Administrative Code for a second offense. A second offense fine starts at seven thousand five hundred dollars and goes up to a maximum of ten thousand dollars. Mr. Jack Marchbanks, board member, shared in Mr. Taneff's concern that there may be something else going on, perhaps with management, to incur such a fine. Mr. Wasko asked Ms. Niekamp if the board charged seventeen licensees last year with the same violation and forfeiture of seven thousand five hundred dollars as this year. Ms. Niekamp replied that the board had. Mr. Wasko asked Ms. Niekamp how last year's cases were resolved; Were cases settled for lower amounts or did the cases lead to hearings? Ms. Niekamp replied that the board settled every case with a reduced forfeiture amount. Mr. Taneff asked why the board settled the cases for repeat offenders for a lesser amount. Mr. Wasko responded to Mr. Taneff stating that the board settled because it was a second offense for the seventeen licensees, the reports had been received, and some or all of them were a few cases where the report was only a day or two late. Mr. Taneff asked Mr. Boyer if the negotiations, or adjustments, of the fines were done with oversight of board counsel. Mr. Boyer replied to Mr. Taneff that he believed they were and referred to Ms. Niekamp for additional response. Ms. Niekamp stated that the template to settle these cases was provided by board counsel. Mr. Taneff asked Ms. Niekamp if she had sole discretion to settle the forfeiture amounts. Ms. Niekamp replied the discretion to settle came from the board chair. Mr. Taneff asked Ms. Niekamp if she consulted the board chair on the seventeen cases and proposed or recommended a certain fine be adjusted or reduced to a certain amount. Ms. Niekamp replied that there was no recommendation on her behalf. Ms. Niekamp explained that she presented the board chair with notice the licensee wanted him to consider a settlement. Sometimes the licensee proposed a settlement. Sometimes the licensee asked what (amount) the board chair would consider to settle the case. The information was entered to the template provided by board counsel and then the board chair and licensee agreed to the terms. Mr. Taneff asked Ms. Niekamp if the template was provided to board counsel for review and approval after she completed it. Ms. Niekamp replied that it was not. Mr. Taneff asked why not. Ms. Niekamp replied that the template was written by board counsel and the only information Ms. Niekamp was to enter to the template was the name of the licensee and the forfeiture amount. Mr. Taneff asked Ms. Niekamp if she recalled the reduced amounts of the seventeen cases. Ms. Niekamp replied that she could not recall the amounts. Mr. Marchbanks asked Mr. Boyer about his method of discretion used to determine the amount of reduction to a forfeiture. Mr. Boyer replied that he was not the board president last year. Mr. Wasko stated to Mr. Marchbanks that Mr. Thomas Fleming was the board chair at this time last year and suggested that Mr. Fleming likely reviewed each settlement case by case. Mr. Marchbanks opined that when other licensees learn of the seven thousand five hundred dollar fine, there will be zero future offenders. Mr. Taneff asked Ms. Katherine Bockbrader, board counsel, if she had experience or a recommendation for a review by board counsel of a template that has been used, modified, or adjusted by an executive director before (settlement) presentation to the violator. Ms. Bockbrader clarified that she was not board counsel at the time these settlements occurred. Ms. Bockbrader then asked Mr. Taneff if he were asking if a review was typical of other boards. Mr. Taneff asked Ms. Bockbrader if this board should've had board counsel review those settlements. Ms. Bockbrader stated that it probably is typical, but declined to comment on the past exchanges between the previous board president and previous board counsel. Mr. Taneff asked Ms. Bockbrader if she preferred that those settlements be returned for her review. Ms. Bockbrader stated that it would not have been her because she wasn't board counsel at the time. Ms. Bockbrader stated that she would review and approve the form only, not the amount of forfeiture. The board decides the amount of a forfeiture. Mr. Taneff asked Ms. Bockbrader if she preferred that once the template has been executed or drafted, that it be submitted for final review and approval. Ms. Bockbrader stated that she has been already been doing similar review with consent agreements since appointed as board counsel. Ms. Bockbrader stated that she has been drafting the agreements. Mr. Wasko stated to Mr. Taneff his belief that Mr. Taneff should be more concerned if the board approves the settlements, not board counsel, because it is the board's responsibility. Ms. Bockbrader commented that Board approval has been instituted. Mr. Taneff responded to Mr. Wasko stating that he was not speaking about the forfeiture amount, his concern was that adjustments of the fine amounts were decided between the previous board president and executive director. Ms. Bockbrader commented that occurred with Mr. Fleming, past board president, and is no longer happening. Mr. Taneff asked if (approval) did not occur with the whole board. Mr. Wasko stated that a motion by the board was passed some time ago to allow the board president and executive director to settle cases. Ms. Bockbrader stated that this year, the board president still initiates the offer, negotiates the offer or allows board counsel to negotiate, and then

presents the signed agreement to the full board to ratify the agreement. Mr. Taneff remarked, again, that he was not talking about the amounts, but the process of adjustments to the fines. Mr. Taneff expected those adjustments be submitted to board counsel for final review and approval. Ms. Bockbrader responded to Mr. Taneff that she was writing the consent agreements. Mr. Boyer stated a concern about the case loads of funeral homes associated to their ability to pay a fine for a late preneed report. Mr. Boyer suggested that the volume of case loads should be considered when negotiating a forfeiture amount. Mr. Wasko suggested the board return to the agenda item. Mr. Wasko shared concern about the forfeiture amount of seven thousand five hundred dollars and the cost of hearings being too much. Mr. Taneff asked Ms. Niekamp how late were the three funeral homes in submitting their reports. Ms. Niekamp replied that she did not have the dates available. Mr. Taneff asked Ms. Niekamp if she recalled or could estimate (their tardiness). Ms. Niekamp replied that she could not recall. Mr. Taneff asked Mr. Wasko for his preference. Mr. Wasko replied that he did not know. Mr. Chandler stated that the Code stipulates a minimum seven thousand five hundred dollars fine for a second offense, then the board should adhere to the law. Mr. Marchbanks agreed and remarked that the law defines the fine and if the board wants to discuss reducing it, it can later through hearings. A motion was made and seconded. Mr. Boyer asked the board for further discussion. Ms. Bockbrader asked if Mr. Marchbanks motion was as the written recommended motion found in the agenda. Mr. Marchbanks replied that it was. The vote commenced.

Motion to charge each licensee with a violation of ORC 4717.14 (A)(4) The applicant or licensee has committed immoral or unprofessional conduct. OAC 4717-8-01 (I) Failure to submit the preneed funeral contract annual report by the thirtieth day of March of each year. Specifically, the licensee was late in filing the annual preneed report with the board; which is required to be filed no later than the thirtieth (30th) day of March, second offense. And order to pay forfeiture in the amount of \$7,500.00 [licensee may request hearing instead].

Motion by Jack R Marchbanks, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

4.03 Licensee was LATE in filing the annual preneed report - Third Offense

The board was provided the agenda item details and reviewed the following information:

The following two (2) licensees owned by the same business were late in submitting their annual preneed report, and it is their third offense; there were none last year:

FUNERAL HOME	LICENSE NUMBER
URBANSKI FUNERAL HOME LTD	FH. 001984
URBANSKI FH LTD	FH. 003036

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Ms. Vanessa Niekamp, executive director, clarified that the two facilities listed in the agenda item are from the same business. Ms. Katherine Bockbrader, board counsel, asked if there were two reports. Ms. Niekamp replied that each facility must report regardless of same ownership. Mr. Boyer asked Ms. Niekamp what the minimum fine is for a third offense. Ms. Niekamp replied that the fine starts at seven thousand five hundred dollars up to ten thousand dollars. Mr. Robert Wasko, board vice president, asked Ms. Niekamp if this was the first time the board has seen a third offense. Ms. Niekamp replied that it was. Mr. Wasko asked Ms. Niekamp if the reports were received and how late the reports were received. Ms. Niekamp replied that the reports have been received and suggested that she could research the date if the board wanted to return to the agenda item later. There was discussion among the board about how much to the forfeiture should be. Ms. Niekamp cited the Code that for a second or subsequent offense, a minimum fine of seven thousand five hundred dollars to a maximum fine of ten thousand dollars. Ms. Niekamp added that the board has the ability to propose a suspension of a license via an adjudicatory hearing instead of imposing a fine. Mr. Bryan Chandler, board secretary, asked if the licenses (in the agenda item) charged are for the facility or the actual-in-charge. Ms. Niekamp replied that they are the facility licenses. Mr. Thomas Taneff, board member, asked Ms. Niekamp if the fines were paid for the previous violations last year. Ms. Niekamp replied that the fines were paid. Mr. Rettig remarked that those paid fines were negotiated and asked Ms. Niekamp what amount those fines were reduced to. Ms. Niekamp replied that she would need to research the answer. Mr. Taneff motioned to charge each licensee with a violation with forfeiture of ten thousand dollars. Mr. Wasko seconded. Mr. Boyer asked the board for further discussion. Ms. Bockbrader asked Mr. Taneff if the amount was ten thousand dollars. Mr. Taneff confirmed it was. Mr. Wasko stated that the licensee can ask for a hearing. The vote commenced.

Motion to charge each licensee with a violation of ORC 4717.14 (A)(4) The applicant or licensee has committed immoral or unprofessional conduct. OAC 4717-8-01 (I) Failure to submit the preneed funeral contract annual report by the thirtieth day of March of each year. Specifically, the licensee was late in filing the annual preneed report with the board; which is required to be filed no later than the thirtieth (30th) day of March, third offense. And issue a forfeiture in the amount of \$10,000 per license

Motion by Tommy Taneff, second by Robert Wasko.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

4.04 Licensee FAILED to file the annual preneed report - First Offense

The board was provided the agenda item details and reviewed the following information:

The following twelve (12) licensees have not filed an annual preneed report; there were thirty-three (33) last year:

FUNERAL HOME	LICENSE NUMBER
HALE-SARVER FAMILY FH	FH. 000797
MILLER-HUCK FUNERAL HOME INC	FH. 001818
PERNEL JONES & SONS FUNERAL HOME INC	FH. 002251
MILLER-DEUTSCH-BOOKATZ MEMORIAL CHAPEL	FH. 002354
SCHWARTZ, SPENCE, BOYER & COOL HOME FOR FUNERALS	FH. 002644
MORROW FUNERAL HOME	FH. 002818
MORROW FUNERAL HOME	FH. 002819
JACKSON LYTLE & LEWIS FH	FH. 002942
TRIPLETT FH	FH. 003186
DAY & MANOFSKY FS	FH. 003340
STROUD - LAWRENCE FUNERAL HOME	FH. 003402
JEFF MONREAL FUNERAL HOME LLC	FH. 003412

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Ms. Vanessa Niekamp, executive director, explained past actions of the board regarding charges to those who have failed to file a preneed report. In the past, a forfeiture amount was not provided to the licensee because the licensee could potentially pay the forfeiture and never submit the preneed report. Therefore, the board has in the past proposed suspension of the license via an adjudicatory hearing. After the licensee submits the report, the board may then consider a financial penalty through a settlement. Mr. Robert Wasko, board vice president, asked Ms. Niekamp if the board charged thirty-three licensees last year and proposed to suspend their licenses. Ms. Niekamp replied that it had, and after the licensee submitted the report, the board settled every case with a forfeiture. Mr. Boyer commented that the number of violators reduced from last year. Mr. Bryan Chandler, board secretary, stated concern about additional elusive activities within the funeral home aside from not submitting the report. Mr. Boyer asked Ms. Niekamp about the starting forfeiture amount. Ms. Niekamp reminded all that these were first offenses for failing to submit the report- they are not late, they never turned in a report. Mr. Jack Marchbanks, board member, asked if licensees were suspended last year for a similar offense. Ms. Niekamp responded to Mr. Marchbanks stating that suspension were proposed. If the licensee did not submit the report, the board would engage an adjudicatory hearing whereby a hearing officer would hear the case: the board would prove a licensee failed to submit the preneed report and the hearing officer would write a report and recommendation for the board's consideration to suspend the license. In previous cases for first offenses, but not those licensees listed in the agenda item, the licensees resolved their issues by finally submitting the report and settled their cases for a financial penalty. Ms. Niekamp warned that if the board issued a financial penalty first, the licensee could potentially just pay the forfeiture and refuse to submit the report. Mr. Wasko remarked that the board could add the requirement to submit the report in a settlement. Mr. Marchbanks asked how the board can compel the offenders to submit the preneed reports. Mr. Chandler commented that proposed suspensions worked last year because of the reduced number of offenders this year. Ms. Niekamp stated licensees are still allowed to operate and conduct business after receiving notice from the board of the proposed suspension with an opportunity to request a hearing. If the licensee fails to request a hearing, the board will proceed with a goldman hearing. A hearing will be conducted regardless; and prior to any action taken upon the license. Mr. Jon Rettig, board member, remarked that there will be hearing costs. Ms. Niekamp agreed there would be costs if the was no settlement. Ms. Katherine Bockbrader, board counsel, reminded all that the board president would negotiate any settlement with presumably a condition to submit the report. Mr. Wasko stated that he was not in favor of a forfeiture because of the importance of the preneed report and that a proposed suspension is the way. Mr. Wasko asked Ms. Niekamp about a summary suspension. Ms. Niekamp replied that a summary suspension is an immediate action that requires the board to prove there is danger to the public by the continued practice of the licensee to enact such a suspension. A motion was made and seconded. Mr. Boyer asked the board for further discussion. Mr. Boyer asked Ms. Niekamp what the minimum and maximum amounts of forfeiture would be for this first offense. Ms. Niekamp replied that a first offense of unprofessional conduct starts at five hundred dollars up to five thousand dollars. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to charge each licensee with a violation of ORC 4717.14 (A)(4) The applicant or licensee has committed immoral or unprofessional conduct. OAC 4717-8-01 (I) Failure to submit the preneed funeral contract annual report by the thirtieth day of March of each year. Specifically, the licensee failed to file an annual preneed report; which is required to be filed no later than the thirtieth (30th) day of March. And propose the suspension of the license via an adjudicatory hearing.

Motion by Jon Rettig, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

4.05 Licensee FAILED to file an annual preneed report - Third Offense

The board was provided the agenda item details and reviewed the following information:

The following licensee has not filed an annual preneed report, and this is their third offense; there were none last year:

FUNERAL HOME	LICENSE NUMBER
THOMPSON, HALL & JORDAN FUNERAL HOME	FH. 002374

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Jon Rettig, board member, asked for clarification that this licensee failed to file a report three years in a row. Mr. Robert Wasko, board vice president, commented that there were none last year. Ms. Vanessa Niekamp, executive director, clarified that this was the third time in a row this licensee has been charged with unprofessional conduct for failing to file a preneed report. Mr. Jack Marchbanks, board member, stated that last year was their two year (second) offense, so this is the third year for three-strikes you're out. Ms. Katherine Bockbrader, board counsel, asked Ms. Niekamp if this licensee settled the case both times by submitting the report as late, and paying a forfeiture. Ms. Niekamp replied that is what occurred. Mr. Boyer asked the board for a motion. Mr. Bryan Chandler, board secretary, asked what the forfeiture amount would be for this offense. Ms. Niekamp cited the Ohio Revised Code for unprofessional conduct and the Ohio Administrative Code for failure to submit an annual preneed funeral contract report. Mr. Rettig asked Ms. Niekamp for clarification of who decides the forfeiture amount. Ms. Niekamp replied that the board president and board counsel can decide if there is a settlement with the licensee. If the settlement is agreed by both parties, the settlement is presented to the whole board for ratification. Mr. Wasko stated that the settlement should reflect the amount of work spent trying to get the preneed report from the licensee. Ms. Niekamp reminded the board that the motion may be tailored to their preference: prohibit a settlement, direct the case to a hearing, or limit the forfeiture amount. Mr. Wasko suggested to suspend the license based on the previous fines were not a deterrent of the offense. Ms. Niekamp asked if the board wished to revise the recommended motion to include Mr. Wasko's suggestion to suspend without opportunity of forfeiture. The board agreed. Mr. Taneff seconded the motion. Ms. Bockbrader suggested the board not make that motion because she believed the board was limiting itself by taking away the settlement. Mr. Marchbanks agreed with other board members wanting to send a strong message, but reminded all that it is unknown how last year's settlement was resolved. Mr. Rettig commented on Mr. Marchbanks remark stating it was his intention as well to review and understand past settlement resolutions to develop a future process. Ms. Bockbrader remarked that a financial penalty may be more punitive than a short-term suspension. Mr. Wasko commented that he has seen many of the same offenders over the years and would like the board to have the opportunity to demand a hearing for cases such as this to learn what's going on with these firms. Ms. Bockbrader responded that it is the board's prerogative (to make such a motion). Mr. Wasko declared his motion stands as is. Mr. Boyer asked the board for further discussion. Mr. Rettig asked Ms. Niekamp to read the motion again. Ms. Niekamp replied by reading the motion. Mr. Wasko suggested to board counsel that he would like to have the hearing within sixty days. Ms. Bockbrader replied that there can be no guarantee of hearing date due to service upon the licensee. Mr. Wasko asked if there could be a timeline entered to the motion. Ms. Bockbrader advised against it. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to charge each licensee with a violation of ORC 4717.14 (A)(4) The applicant or licensee has committed immoral or unprofessional conduct. OAC 4717-8-01 (I) Failure to submit the preneed funeral contract annual report by the thirtieth day of March of each year. Specifically, the licensee failed to file an annual preneed report; which is required to be filed no later than the thirtieth (30th) day of March, third offense. And propose the suspension of the license via an adjudicatory hearing, without the opportunity for settlement.

Motion by Robert Wasko, second by Tommy Taneff.
Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5. Compliance

5.01 Ratification of Settlement #1

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A6RP6G628206/\\$file/%231%20-%20Settlement%20Agreement%20Signed_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A6RP6G628206/$file/%231%20-%20Settlement%20Agreement%20Signed_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer asked for a motion. Mr. Robert Wasko, board vice president, asked if the motions were to be considered in three separate votes. Ms. Katherine Bockbrader, board counsel, replied that these motions were not for a report and recommendation; they were for settlement. Mr. Wasko asked Ms. Bockbrader about why the documents were redacted. Ms. Bockbrader stated that the redactions were in place in the event the board voted no for a ratification of the settlement and it proceeded to a hearing. Mr. Boyer asked for a motion. Mr. Jack Marchbanks, board member, asked if the settlement amounts had been reviewed and approved by board counsel. Ms. Bockbrader responded to Mr. Marchbanks stating that the board president approved, the opposite party approved, their

attorney, if needed, approved. Ms. Vanessa Niekamp, executive director, clarified that some settlements have already been paid and described how the board processed those payments. A motion was made and seconded. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Jon Rettig, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.02 Ratification of Settlement #2

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A7W5CR726EF6/\\$file/%232%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A7W5CR726EF6/$file/%232%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Robert Wasko, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.03 Ratification of Settlement #3

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A7Y8ZB7D0B36/\\$file/%233%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A7Y8ZB7D0B36/$file/%233%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Robert Wasko, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.04 Ratification of Settlement #4

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9CQAR5EFBE7/\\$file/%234%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9CQAR5EFBE7/$file/%234%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.05 Ratification of Settlement #5

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WNKY56CBC3/\\$file/%235%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WNKY56CBC3/$file/%235%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Jon Rettig, second by Robert Wasko.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.06 Ratification of Settlement #6

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WNWP579061/\\$file/%236%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WNWP579061/$file/%236%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Robert Wasko, second by Gregory Boyer.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.07 Ratification of Settlement #7

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WP4W580E0F/\\$file/%237%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WP4W580E0F/$file/%237%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Gregory Boyer, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.08 Ratification of Settlement #8

The board was provided a settlement in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A99RR4603F86/\\$file/%238%20Settlement_Redacted.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A99RR4603F86/$file/%238%20Settlement_Redacted.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to ratify the settlement.

Motion by Gregory Boyer, second by Robert Wasko.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.09 Recommendation to Suspend or Revoke

The board was provided the agenda item details and reviewed the following information:

On October 19, 2015, the board approved the Hearing Officer's Recommendation, Conclusions of Law, and Findings of Facts; and ordered Washington Funeral Home (FH.003230) to pay a forfeiture of Five Hundred Dollars (\$500.00), by certified check, within 30 days of the mailing date of the Board's Order.

The Board's Order was mailed on October 28, 2015, via certified mail. The Order was received on November 2, 2015.

The Order of the Board was resent on March 18, 2016, via certified mail. The Order was received March 23, 2016.

The board was provided a copy of the board order in the agenda item details for review. The documents provided may be located in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WPJ25943D5/\\$file/Washington%20Funeral%20Home.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A8WPJ25943D5/$file/Washington%20Funeral%20Home.pdf)

Washington Funeral Home as failed to timely pay the forfeiture.

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Robert Wasko, board vice president, asked board counsel why the documents were not redacted. Ms. Katherine Bockbrader, board counsel, replied that this document was a board order. The board already had a hearing and voted on a report and recommendation from the hearing officer deciding how to charge the licensee. The reason it's before

the board again is because the original notice to the licensee did not include language notifying them of their right to appeal. This re-issue of the board order includes the appeal language and will be sent to the licensee again so that proper service may be obtained. Mr. Thomas Taneff, board member, asked Ms. Bockbrader why the notice of appeal language was not in the original. Ms. Bockbrader replied that she did not know the answer. Ms. Vanessa Niekamp, executive director, responded that the board order was re-issued and service was completed, but the licensee's time period for opportunity to respond has lapsed; that is the reason for presenting the board with recommendation to propose suspension or revocation as per the report and recommendation. Mr. Jack Marchbanks, board member, asked Ms. Niekamp to confirm the time period has lapsed. Ms. Niekamp replied that it has lapsed. Mr. Taneff asked Ms. Bockbrader if the board order was sent without review of board counsel. Ms. Bockbrader replied that it had, however, she did review this second notice. Mr. Wasko asked what is the board to do if there is no response to this second notice. Ms. Bockbrader responded that the board may charge with failure to comply with the board order and stated there would be another hearing process. Ms. Niekamp reminded all that the board received, and approved, a report and recommendation providing the board option to suspend or revoke the license should the licensee fail to pay forfeiture. The board office did send notice that included the appeal language again and received verification of service to the licensee. The time period for the licensee to either pay the forfeiture or appeal the charge has lapsed. Ms. Bockbrader apologized to Ms. Niekamp for misunderstanding the recommendation. Mr. Boyer recounted the process from Marc Myers, hearing officer. Mr. Wasko asked Ms. Niekamp if the licensee did not request a hearing. Ms. Niekamp replied that the licensee did not request a hearing, but a Goldman hearing was held. Ms. Niekamp also recounted the steps taken by the board from the charge with violation notice through the hearing process to the latest service of second notice with appeal language. Mr. Wasko asked if the licensee has responded to the board office at all. Ms. Niekamp stated that the licensee has signed for the notices sent, but no additional communication has occurred. Mr. Wasko asked why a summary suspension is not available. Mr. Taneff remarked that it was because the board order did not include the notice appeal language. Ms. Bockbrader asked if the board would table the agenda item so that she may research statute and gain a better understanding of the recommended action of the board. Mr. Boyer asked for a motion to table the agenda item. A motion was made and seconded. Mr. Boyer asked the board for further discussion.

Motion to table agenda item 5.09

Motion by Robert Wasko, seconded by Jack R Marchbanks.

Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Board meeting notation: The board returned to this agenda item as the last item of business during the meeting before adjournment. Ms. Niekamp revised the recommended motion. A motion was made and seconded. Mr. Boyer asked the board for further discussion. The vote commenced. Mr. Marchbanks remarked that this motion was an appropriate message as Mr. Rettig and Mr. Wasko hoped for.

Motion to propose the suspension or revocation of the Washington Funeral Home (FH.003230) license per to R.C. 4717.15, pursuant to an adjudicatory hearing.

Motion by Gregory Boyer, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.10 Case Recommended to Close

The board was provided the agenda item details and reviewed the following information:

Recommendations to Close

Case Number	Inspector	Allegations	Board Status
1600061	Anderson, Eric	Complainant alleges funeral home provided incorrect information in online obituary regarding visitation services; failed to return jewelry of decedent after cremation; and misidentified gender of decedent on death certificate.	Investigation determined the deceased was cremated. The gender was not correct on a cremation document, but was never misidentified on the death certificate. The jewelry in question was never logged on information at the funeral home or crematory. The funeral home claims the family would have any jewelry of the deceased. No evidence was discovered to support the allegations as presented by the complainant.
1600063	Anderson, Eric	Complainant alleges funeral home charges for services are excessive.	Consumer was provided a GPL and signed contract for agreed services. No violation identified.
1600064	Seehase, Troy	A representative of Funeral Home contacted the board office to report the termination of an employee who has made application for apprenticeship. The funeral home also stated that a police report has been filed in connection to termination of employment.	Police are not charging the individual and other witnesses at the funeral home provide statements that support the termination was a conflict between two employees. No violation identified.
1600065	Anderson, Eric	Complainant alleges funeral director failed to properly submit change of beneficiary forms to insurance company; submit claim to insurance company for payment of services, and provide copy of funeral bill to family.	Consumer passed away prior to the submission of the change of beneficiary form. No delay or violation identified, all paperwork was in-order.

Case Number	Inspector	Allegations	Board Status
1600066	Anderson, Eric	Complainant alleges funeral home charged more than the "Guaranteed Prices" listed on the original statement of goods and services created in 1999 at time of pre-arrangements.	Prices were not guaranteed. Consumer was charged according to current day prices, with all funds accounted for. No violation identified.
1600068	Anderson, Eric	Complainant alleges unprofessional conduct and rude behavior by funeral director.	Funeral home denies allegation. Brother of the complainant was a witness to the services provided and supports funeral homes statements.
1600070	Seehase, Troy	Complainant alleges funeral home made an invalid disbursement from the prepaid funeral arrangement funds. Complainant is seeking refund and suspension of funeral home license.	Received notice from complainant by e-mail on 03/18/2016 for request to withdraw complaint.
1600071	Anderson, Eric	Anonymous complainant alleges the deceased was not properly embalmed. Complainant also alleges the funeral home embalmer has history of poor quality of services.	Funeral home and multiple witnesses provided statement to deny allegations. No evidence to support complainants claims. No violation identified.
1600072	Anderson, Eric	Funeral Home refuses to provide preneed to facility that provided the services. Concern funds may be misappropriated.	Funds identified for deceased in Dept. of Commerce unclaimed funds. Facility that provided services have not been paid, but the board does not involve themselves in collections between parties. No violation identified.

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to close the nine (9) cases as listed.

Motion by Tommy Taneff, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

5.11 Pending Investigations

The board was provided the agenda item details and reviewed the following information:

Pending Cases

Case Number	Inspector	Date Received	Allegations
150005701	Anderson, Eric	2/17/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
150005702	Anderson, Eric	4/1/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
150005703	Anderson, Eric	3/30/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
1600029	Anderson, Eric	6/1/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
1600041	Anderson, Eric	9/17/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
1600042	Anderson, Eric	9/17/2015	Misappropriation of preneed (FH Suspended-All records with law enforcement)
1600046	Seehase, Troy	9/30/2015	Funeral home is advertising facility with unapproved name.
1600056	Seehase, Troy	11/23/2015	Misappropriation of preneed funds.
1600067	Anderson, Eric	2/11/2016	Misappropriation of preneed (FH Suspended-All records with law enforcement)
1600069	Anderson, Eric	3/1/2016	Misappropriation of preneed (FH Suspended-All records with law enforcement)

Case Number	Inspector	Date Received	Allegations
1600073	Seehase, Troy	3/17/2016	Consumers met with an unlicensed person to purchase cremation packages. Licensee signed them without meeting the consumers.
1600074	Anderson, Eric	3/31/2016	Complainant alleges rude behavior from funeral director. Complainant alleges FD provided false information and employed aggressive sales tactics to gain business.
1600075	Seehase, Troy	4/18/2016	Complainant alleges that prepaid funds to funeral home for preneed funeral contract were not on record with insurance company as expected. Complainant discovered the funeral home closed and contacted the insurance company to transfer prearrangements to another funeral home. Complainant then learned funds were not available.
1600076	Seehase, Troy	4/18/2016	Complainant alleges misappropriation of prepaid preneed funeral funds.
1600077	Anderson, Eric	4/14/2016	Activities of licensed insurance agent require funeral directors license.
1600078	Seehase, Troy	4/14/2016	Activities of licensed insurance agent requires funeral directors license.
1600079	Anderson, Eric	4/14/2016	Activities of licensed insurance agent requires funeral directors license.
1600080	Anderson, Eric	4/18/2016	Activities of licensed insurance agent requires funeral directors license.
1600081	Anderson, Eric	4/18/2016	Activities of licensed insurance agent requires funeral directors license.

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Robert Wasko, board vice president, asked for clarification that this was an information only agenda item with no discussion or vote to be taken. Mr. Thomas Taneff, board member, responded to Mr. Wasko by confirming it was information only.

5.12 Attorney General Case Status Update

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Jon Rettig, board member, stated that in reviewing previous board minutes and video, he recalled a backlog of cases and a memo with the Office of Attorney General. Mr. Rettig asked Ms. Katherine Bockbrader, board counsel, if the (compliance) cases were caught up. Ms. Bockbrader replied that there were eight cases settled today and some cases scheduled for hearings and that need to be scheduled in the next couple months. Mr. Robert Wasko, board vice president, offered praise for Ms. Bockbrader in her efforts to handle cases and for providing consistent advice to the board.

6. Board Operations

6.01 Inspections

The board was provided the agenda item details and reviewed the following information:

FUN - Inspector Monthly Report				
Report Parameters				
Board = FUN				
From 01/01/2016 to 03/31/2016				
Report generated on 4/15/2016 at 10:56:46 AM				
Inspector	Inspection Date	Credential Number	Name	County
ANDERSON	20160112	FH 000224	HOLLOWCHAK FUNERAL HOME	Cuyahoga

ANDERSON	20160318	FH 000237	KOLODIY-SOBCZYK FUNERAL HOME	Cuyahoga
Seehase	20160108	FH 002234	EVANS JOHNSON BROWN FS	Hamilton
Seehase	20160115	FH 002218	MAISON- DARDENNE- WALKER FUNERAL HOME	Lucas
ANDERSON	20160212	FH 002357	CATAVOLOS FH	Summit
ANDERSON	20160317	FH 002354	MILLER-DEUTSCH- BOOKATZ MEMORIAL CHAPEL	Cuyahoga
ANDERSON	20160104	FH 000853	STONE-MATHENEY FUNERAL HOME	Morgan
ANDERSON	20160203	FH 000858	VENSIL & CHUTE FH	Muskingum
ANDERSON	20160203	FH 000859	VENSIL & CHUTE FH	Muskingum
Seehase	20160324	FH 000873	CROSSER FUNERAL HOME INC	Ottawa
ANDERSON	20160324	FH 000922	HARTMAN SONS FUNERAL HOME INC	Putnam
ANDERSON	20160302	FH 002185	WACKERLY FUNERAL HOME	Stark
Seehase	20160304	FH 002087	SALM-MCGILL & TANGEMAN	Shelby
Seehase	20160308	FH 002031	DOOLEY FUNERAL HOME INC	Paulding
ANDERSON	20160307	FH 001092	ADDY FUNERAL HOME	Tuscarawas
ANDERSON	20160316	FH 001075	JAMES FUNERAL HOME INC	Trumbull
ANDERSON	20160212	FH 001064	STEWART & CALHOUN FUNERAL HOME INC	Summit
Seehase	20160307	FH 001369	SMITH-CRATES FUNERAL HOME	Wood
Seehase	20160308	FH 001357	DEN HERDER FUNERAL HOME INC	Paulding
Seehase	20160125	FH 002368	EGGLESTON MEINERT PAVLEY FH	Lucas
Seehase	20160303	FH 002369	GEHRET FUNERAL HOME	Shelby
Seehase	20160108	FH 002375	THOMPSON, HALL & JORDAN FUNERAL HOME	Hamilton
ANDERSON	20160309	FH 002380	ROBERTS FUNERAL HOME INC	Columbiana
Seehase	20160209	FH 002398	COTNER FUNERAL HOME	Franklin
ANDERSON	20160217	FH 002401	MARTIN-MACLEAN- ALTMAYER FUNERAL HOME	Columbiana

Seehase	20160223	FH 002402	EAGLE FH BARRETT CHAPEL	Fulton
ANDERSON	20160303	FH 002419	HENNESSY FUNERAL HOME	Summit
Seehase	20160112	FH 002437	NEWCOMER FH	Franklin
Seehase	20160329	FH 002458	KIRKPATRICK FUNERAL HOME	Pickaway
Seehase	20160301	FH 002474	WEIL FUNERAL HOME INC	Hamilton
ANDERSON	20160222	FH 001434	MCCOY-MOORE FUNERAL HOME INC	Gallia
ANDERSON	20160318	FH 002828	STAS FUNERAL SERVICE	Cuyahoga
ANDERSON	20160318	FH 000303	TOMON & SONS FUNERAL HOME	Cuyahoga
Seehase	20160303	FH 002542	KETCHAM-RIPLEY FUNERAL HOME INC	Mercer
Seehase	20160114	FH 002614	EDGAR-GRISIER FH	Fulton
Seehase	20160114	FH 002618	GRISIER FH	Fulton
ANDERSON	20160309	FH 002628	OLIVER-LINSLEY FH	Columbiana
ANDERSON	20160318	FH 002631	A RIPEPI & SONS FH INC	Cuyahoga
ANDERSON	20160104	FH 002641	MORRISON FUNERAL CHAPEL	Morgan
Seehase	20160314	FH 002650	SMITH & BROWN FUNERAL HOME	Defiance
Seehase	20160126	FH 002658	WEIGEL FH	Fulton
Seehase	20160126	FH 002659	WEIGEL FH	Fulton
ANDERSON	20160216	FH 002679	BLACK-EPPERSON FH	Guernsey
Seehase	20160325	FH 002681	SECOR FH	Huron
Seehase	20160325	FH 002682	SECOR FH	Richland
Seehase	20160126	FH 002686	BARNES FC	Fulton
Seehase	20160211	FH 002544	BARNES FUNERAL HOME	Preble
Seehase	20160211	FH 002545	BARNES FUNERAL HOME	Preble
Seehase	20160211	FH 002547	BARNES FUNERAL HOME	Preble
ANDERSON	20160316	FH 002575	BERNARD P BOROWSKI MEMORIAL HOME	Trumbull
ANDERSON	20160107	FH 001621	WALTER MARTENS & SONS	Cuyahoga
Seehase	20160222	FH 001625	ROBERT H WICK/WISNIEWSKI	Lucas

			FUNERAL HO	
Seehase	20160114	FH 002584	FOX MORTUARY SERVICES	Fulton
Seehase	20160205	FH 002589	ROBERT L CROOKS FUNERAL CENTER	Preble
Seehase	20160303	FH 001627	BROCKMAN & BOECKMAN FUNERAL HOME	Mercer
ANDERSON	20160318	FH 001640	BUSCH-BOSWELL- JONES-DECK MORTUARY	Cuyahoga
ANDERSON	20160318	FH 001641	BUSCH FUNERAL HOME	Cuyahoga
Seehase	20160211	FH 001647	BUSSARD-BARNES- VANIMAN FUNERAL HOME	Preble
ANDERSON	20160318	FH 001671	DOMAGALSKI- KOMOROWSKI FUNERAL HOME	Cuyahoga
ANDERSON	20160229	FH 002486	KELLER	Belmont
Seehase	20160125	FH 002500	KINSEY-PAVLEY FH	Lucas
Seehase	20160328	FH 002504	HARTER & SCHIER FH	Van Wert
Seehase	20160201	FH 002507	MIHOVK- ROSENACKER FHS INC	Hamilton
ANDERSON	20160328	FH 002516	EELLS-LEGGETT- STAUFFER FUNERAL HOME	Columbiana
ANDERSON	20160328	FH 002517	WEBER FUNERAL HOME	Columbiana
Seehase	20160122	FH 000408	SHAW DAVIS FUNERAL HOME INC	Franklin
ANDERSON	20160318	FH 002519	BODNAR-MAHONEY FUNERAL HOME	Cuyahoga
Seehase	20160310	FH 002532	VITT, STERMER & ANDERSON	Hamilton
Seehase	20160301	FH 002533	VITT, STERMER & ANDERSON	Hamilton
Seehase	20160218	FH 002541	HUGHES-ALLEN FUNERAL HOME	Marion
ANDERSON	20160302	FH 002705	SPIKER-FOSTER- SHRIVER FH	Stark
ANDERSON	20160323	CREM 000008	CRIDERSVILLE CREMATORY	Auglaize
Seehase	20160307	FH 001159	DUNN FUNERAL HOME INC	Wood
ANDERSON	20160212	CREM 000021	SUMMIT CREMATION SERVICE	Summit
ANDERSON	20160223	CREM 000023	TWIN STATES CREMATION SERVICE	Washington

ANDERSON	20160225	CREM 000040	CRUMMITT & SON	Belmont
ANDERSON	20160329	CREM 000081	VALLEY CREM SVCS	Mahoning
Seehase	20160311	FH 001470	RADEL FUNERAL SERVICE CO	Hamilton
ANDERSON	20160324	FH 001502	JONES-CLARK FUNERAL HOME	Allen
Seehase	20160324	FH 001544	MITCHELL-AUXTER FUNERAL HOME	Sandusky
Seehase	20160125	FH 001594	HOUSE OF DAY FUNERAL SERVICE	Lucas
Seehase	20160129	FH 001596	RALPH MEYER & DETERS FUNERAL HOME	Hamilton
ANDERSON	20160324	FH 002899	HEITMEYER FH	Paulding
ANDERSON	20160324	FH 002898	HEITMEYER FH	Putnam
ANDERSON	20160212	FH 002863	CIRIELLO & CARR FH	Summit
ANDERSON	20160229	FH 003028	SHORAC FH	Jefferson
Seehase	20160307	FH 002861	DECK-HANNEMAN FH	Wood
Seehase	20160307	CREM 000107	REMEMBRANCE CREMATORY	Wood
ANDERSON	20160324	FH 002900	LOVE FH	Putnam
ANDERSON	20160324	FH 002901	LOVE-HEITMEYER FH	Putnam
ANDERSON	20160328	FH 002897	HEITMEYER FH	Putnam
ANDERSON	20160323	FH 002911	SIFERD-ORIANIS FH	Allen
ANDERSON	20160106	FH 002928	RIPEPI FH INC	Cuyahoga
Seehase	20160211	FH 002932	GIRTON SCHMIDT & BOUCHER GARD FH	Preble
ANDERSON	20160222	FH 002947	GARRETT- CARDARAS FH	Vinton
Seehase	20160219	FH 002962	DEYO-DAVIS FH INC	Franklin
Seehase	20160325	FH 002981	FOOS AND FOOS FS	Sandusky
ANDERSON	20160309	FH 002984	VAN DYKE-SWANEY- RETTIG FH	Columbiana
Seehase	20160311	CREM 000105	FINAL WISHES	Hamilton
Seehase	20160202	FH 003023	BROWN- DAWSON-FLICK FH	Butler
ANDERSON	20160323	FH 003152	CHAMBERLAIN- HUCKERIEDE FH	Allen

Seehase	20160202	FH 003024	BROWN- DAWSON-FLICK FH	Butler
Seehase	20160222	FH 003046	DOWLING FH	Lucas
Seehase	20160122	FH 003063	EGAN RYAN FH	Franklin
Seehase	20160315	FH 003006	TREDWAY-POLLITT- STAVAR FH	Hamilton
Seehase	20160329	FH 003017	SMITH-MOORE- EBRIGHT FH	Ross
ANDERSON	20160323	FH 003011	CHILES-LAMAN FHS	Allen
ANDERSON	20160323	FH 003010	CHILES-LAMAN FHS	Allen
ANDERSON	20160212	FH 002874	BILLOW CO	Summit
Seehase	20160128	FH 002877	BOYD-BORN FH	Marion
Seehase	20160324	FH 002906	ROBINSON-WALKER FH	Ottawa
ANDERSON	20160217	FH 003065	DAWSON FH INC	Columbiana
Seehase	20160229	FH 003096	OGLE & PAUL R. YOUNG FUNERAL HOME	Butler
Seehase	20160304	CREM 000137	CROMES CR	Shelby
Seehase	20160325	FH 003115	LINDSEY-KOCHER FS	Huron
Seehase	20160211	FH 003118	SHOWALTER BLACKWELL TILTON FH	Preble
ANDERSON	20160307	FH 003158	OURANT FH INC	Tuscarawas
ANDERSON	20160323	CREM 000147	TRI COUNTY CREM	Allen
Seehase	20160115	FH 003146	R A SCOTT	Lucas
ANDERSON	20160317	FH 003174	CHARLES TAYLOR FS	Cuyahoga
Seehase	20160209	FH 003185	EDWARDS FS	Franklin
Seehase	20160225	CREM 000127	VAN WERT CREM	Van Wert
ANDERSON	20160303	FH 003059	HUMMEL FH	Summit
Seehase	20160328	FH 003195	LEHTOMAA FH	Hancock
Seehase	20160108	CREM 000142	BAXTER CREM SVC	Hamilton
Seehase	20160308	FH 002993	DOOLEY FH	Paulding
ANDERSON	20160323	FH 003012	CHILES-LAMAN FHS	Allen

ANDERSON	20160229	FH 003386	GREGORY-MARTIN FH LLC	Jefferson
ANDERSON	20160302	FH 003210	LAMIELL FH	Stark
Seehase	20160324	FH 003231	FOOS FH	Sandusky
ANDERSON	20160316	FH 003220	GEDNETZ-RUZEK FH	Mahoning
Seehase	20160209	CREM 000157	EDWARDS CREM	Franklin
Seehase	20160122	FH 003229	MARLAN J GARY FH	Franklin
Seehase	20160201	FH 003237	GRUNN FH	Hamilton
Seehase	20160301	FH 003252	NEWCOMER FH	Hamilton
Seehase	20160328	FH 003295	WEBER FUNERAL HOME	Allen
	20160304		ADAMS FUNERAL HOME	Shelby
Seehase	20160304	FH 003249	ADAMS FUNERAL HOME	Shelby
Seehase	20160218	FH 002968	STOFCKE BALLINGER FH INC	Marion
Seehase	20160107	FH 003453	KIRBY FUNERAL SERVICE	Lucas
Seehase	20160218	FH 002967	STOFCKE BALLINGER FH INC	
ANDERSON	20160210	FH 003270	MCCLURE- SCHAFFER- LANKFORD FH	Washington
Seehase	20160112	FH 003288	DAY & MANOFSKY FS	Franklin
ANDERSON	20160210	FH 003362	ROBERTS FUNERAL HOME	Wayne
ANDERSON	20160303	FH 003304	HENNESSY- BAGNOLI-MOORE FH	Summit
Seehase	20160301	FH 003311	FREDERICK FUNERAL HOME	Hamilton
ANDERSON	20160324	FH 003327	HEITMEYER FUNERAL HOME, LLC	Putnam
Seehase	20160201	FH 003196	BRATER-WINTER FH	Hamilton
Seehase	20160201	FH 003200	BRATER-WINTER FH	Hamilton
Seehase	20160328	FH 003363	HARTLEY- LEHTOMAA FH	Hancock
Seehase	20160301	FH 003371	WALKER FUNERAL HOME	Hamilton
Seehase	20160310	FH 003371	WALKER FUNERAL HOME	Hamilton
ANDERSON	20160112	FH 003408	THE ZABOR FUNERAL HOME	Cuyahoga

			INC.	
Seehase	20160218	FH 003417	GUNDER / HALL & SNYDER FUNERAL HOME	Marion
Seehase	20160315	FH 003428	MOORE FAMILY FUNERAL HOMES	Hamilton
Seehase	20160128	FH 003395	PIRNSTILL FUNERAL SERVICE	Marion
ANDERSON	20160112	FH 003409	BURKEY FUNERAL HOME	Cuyahoga
Seehase	20160201	FH 003399	W.E. LUSAIN	Hamilton
ANDERSON	20160317	FH 003413	NAPOLI FUNERAL SERVICE	Cuyahoga
Seehase	20160322	CREM 000161	NORTHWEST OHIO CREMATION SVC	Lucas
Seehase	20160222	FH 003266	JAMES COYLE AND SON, INC	Lucas
Seehase	20160225	FH 003284	GEARHART & JURCZYK FH	Van Wert
Seehase	20160225	FH 003282	ALSPACH- GEARHART FH	Van Wert
Seehase	20160314	FH 003352	SCHAFFER FUNERAL HOME INC	Defiance
Seehase	20160223	FH 003423	NEVILLE FUNERAL HOME	Lucas
Seehase	20160223	FH 003422	NEVILLE FUNERAL HOME	Lucas
Seehase	20160229	FH 003436	OGLE & PAUL R. YOUNG FUNERAL HOME	Hamilton
Seehase	20160114	FH 003454	GRISIER FUNERAL HOME	
Seehase	20160209	FH 003445	SMOOT FUNERAL SERVICES	Franklin
ANDERSON	20160107	FH 003452	GREGORY P. GODORHAZY FUNERAL HOME, LLC	Cuyahoga
ANDERSON	20160201	FH 003458	DEJOHN FUNERAL HOME	Geauga
Seehase	20160311	FH 003448	REBOLD, ROSENACKER & SEXTON	Hamilton
ANDERSON	20160113	FH 003455	SMITH FUNERAL HOME, INC	Tuscarawas
Seehase	20160201	FH 001983	GUMP-HOLT FUNERAL HOME INC	Hamilton
Seehase	20160311	FH 001983	GUMP-HOLT FUNERAL HOME INC	Hamilton
Seehase	20160204	FH 002792	CLARK-SHIELDS FH	Hardin
ANDERSON	20160222	FH 000578	BROWN FUNERAL HOME	Hocking

Seehase	20160325	FH 000581	EASTMAN FUNERAL HOME	Huron
Seehase	20160325	FH 000582	EASTMAN FUNERAL HOME	Huron
Seehase	20160304	FH 000979	CROMES FUNERAL HOME INC	Shelby
ANDERSON	20160323	FH 000054	BAYLIFF & SON FUNERAL HOME INC	Auglaize
ANDERSON	20160321	FH 000075	TOOTHMAN FUNERAL HOME INC	Belmont
ANDERSON	20160321	FH 000076	TOOTHMAN FUNERAL HOME	Belmont
Seehase	20160202	FH 000095	PROESCHEL- CRAWFORD- ZETTLER FH	Butler
Seehase	20160202	FH 000101	ZETTLER FUNERAL HOME	Butler
Seehase	20160209	FH 000405	SCHOEDINGER GROVE CITY CHAPEL	Franklin
Seehase	20160301	FH 002711	VORHIS & RYAN FUNERAL HOME	Hamilton
Seehase	20160219	FH 001228	TIMSON-ALLEN- MELROY FUNERAL HOME	Marion
Seehase	20160115	FH 001278	BERSTICKER-SCOTT FUNERAL HOME	Lucas
Seehase	20160205	FH 001282	LINDLOFF- ZIMMERMAN FUNERAL HOME INC	Preble
Seehase	20160205	FH 001283	LINDLOFF- ZIMMERMAN FUNERAL HOME INC	Preble
ANDERSON	20160112	FH 001755	JOHN J RICZO FUNERAL HOMES INC	Cuyahoga
Seehase	20160229	FH 001762	GREEN-HALL AND JORDAN MEMORIAL CHAPEL	Butler
Seehase	20160322	FH 001929	WALKER FUNERAL HOME	Lucas
Seehase	20160223	CREM 000091	CREMATION CENTER	Fulton
Seehase	20160202	FH 002943	IVEY FH	Butler
Seehase	20160128	FH 002843	DENZER, FARISON, HOTTINGER & SNYDER FH	Marion
Seehase	20160205	FH 002845	NEIN-BARNES FH	Preble
ANDERSON	20160328	FH 002853	KERR-PASTORE FH	Columbiana
ANDERSON	20160324	FH 002866	LOVE-HEITMEYER FH	Putnam

Seehase	20160122	FH 000413	SOUTHWICK-GOOD & FORTKAMP	Franklin
Seehase	20160223	FH 000433	SHORT FUNERAL HOME	Fulton
Seehase	20160315	FH 000506	NAEGELE KLEB & IHLENDORF FH INC	Hamilton
Seehase	20160311	FH 000513	RADEL FUNERAL SERVICE CO	Hamilton
Seehase	20160222	FH 001304	THOMAS I WISNIEWSKI FUNERAL HOME	Lucas
ANDERSON	20160119	FH 001132	CAWLEY & PEOPLES FUNERAL HOMES	Washington
ANDERSON	20160223	FH 001129	HADLEY FUNERAL HOMES INC	Washington
ANDERSON	20160210	FH 001126	CAWLEY & PEOPLES FH'S	Washington
Seehase	20160225	FH 002815	COWAN & SON FH	Van Wert
Seehase	20160225	FH 001114	BRICKNER FUNERAL HOME	Van Wert
Seehase	20160112	FH 002347	SCHOEDINGER- MARGARUM	Franklin
Seehase	20160301	FH 002342	MEYER & GEISER FH	Hamilton
ANDERSON	20160317	FH 002283	BERKOWITZ- KUMIN-BOOKATZ MEMORIAL CHAPEL	Cuyahoga
ANDERSON	20160329	FH 002273	HIGGINS-REARDON FUNERAL HOMES	Mahoning
Seehase	20160209	FH 002707	SPENCE-MILLER FH	Franklin
Seehase	20160125	FH 002721	DALE-RIGGS FUNERAL HOME	Lucas
Seehase	20160204	FH 000547	HANSON-NEELY FUNERAL HOME INC	Hardin
Seehase	20160204	FH 000548	HANSON-NEELY FUNERAL HOME INC	Hardin
Seehase	20160314	FH 001778	LAWSON- ROESSNER FUNERAL HOME	Defiance
ANDERSON	20160119	FH 001788	MCCURDY FUNERAL HOME	Washington
Seehase	20160229	FH 001795	COLLIGAN FUNERAL HOME INC	Butler
ANDERSON	20160217	FH 001812	MARTIN-MACLEAN- ALTMAYER FUNERAL HOME	Columbiana
ANDERSON	20160107	FH 002728	BOLLINGER-BICAN FUNERAL HOME INC	Cuyahoga
ANDERSON	20160218	FH 001818	MILLER-HUCK FUNERAL HOME INC	Morgan
ANDERSON	20160217	FH 001832	MARTIN-MACLEAN- ALTMAYER FUNERAL HOME	Columbiana

ANDERSON	20160211	FH 001839	FERFOLIA FUNERAL HOMES INC	Summit
ANDERSON	20160218	FH 001899	MATHENEY FUNERAL HOME	Morgan
	20160204	FH 000553	CLARK-SHIELDS FH	Hardin
	20160107	FH 001813	BOLLINGER-BICAN FUNERAL HOME INC	Cuyahoga
	20160209	FH 002244	SPENCE-MILLER FH	Franklin
	20160225	FH 001115	COWAN & SON FH	Van Wert
	20160301	FH 000535	VORHIS & RYAN FUNERAL HOME	Hamilton
	20160125	FH 001740	DALE-RIGGS FUNERAL HOME	Lucas
Seehase	20160126	FH 002605	GRISIER FUNERAL HOME	Fulton
	20160318	FH 000298	STAS FUNERAL SERVICE	Cuyahoga

The board was provided a copy of the inspector's report in the agenda item details for review. The documents provided may be found in the meeting agenda online at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A973QG757F88/\\$file/Inspection%20Summary%20SFY16.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A973QG757F88/$file/Inspection%20Summary%20SFY16.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Jon Rettig, board member, remarked for the record that upon his appointment to the board, his facility was immediately inspected by Mr. Eric Anderson, board inspector.

6.02 Budget Overview

The board was provided the agenda item details and reviewed the following information:

SFY16 as of April 14, 2016:

SFY16	Budget	Expense	Encumbrance	Available Budget	Percent Available
510	\$36,680.63	\$4,204.25	\$2,527.25	\$29,949.13	81.65%
520	\$194,635.65	\$114,754.43	\$43,483.30	\$36,397.92	18.70%
530	\$5,000.00	\$1,250.02	\$0.00	\$3,749.98	75.00%
595	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
500 - QTR1	\$139,455.79	\$139,455.79	\$0.00	\$0.00	0.00%
500 - QTR2	\$110,908.56	\$110,908.56	\$0.00	\$0.00	0.00%
500 - QTR3	\$133,171.37	\$133,171.37	\$0.00	\$0.00	0.00%
500 - QTR4	\$129,160.00	\$18,580.11	\$0.00	\$110,579.89	85.61%
Budget	\$750,012.00	\$522,324.53	\$46,010.55	\$181,676.92	24.22%

Invoices for January, February, and March 2016:

Voucher ID	Voucher Line Num	Vendor Name	Accounting Date	Account	Voucher Distrib Amount
00002516	1	US BANK NATIONAL ASSOCIATION	1/6/2016	523061	\$1,618.20
00002516	1	US BANK NATIONAL ASSOCIATION	1/6/2016	523065	\$881.80
00002516	2	US BANK NATIONAL ASSOCIATION	1/6/2016	523065	\$132.88
00002516	3	US BANK NATIONAL ASSOCIATION	1/6/2016	523061	\$1,301.20
00002516	3	US BANK NATIONAL ASSOCIATION	1/6/2016	523065	\$1,014.68
00002516	4	US BANK NATIONAL ASSOCIATION	1/6/2016	523061	\$1,456.08
00002516	4	US BANK NATIONAL ASSOCIATION	1/6/2016	523065	\$1,014.68

00002517	2	CAPITOL SQUARE REVIEW &	1/7/2016	527751	\$570.00
00002518	1	UNITED PARCEL SERVICE	1/11/2016	524053	\$7.81
00002519	1	US BANK NATIONAL ASSOCIATION	1/11/2016	521050	\$127.90
00002520	2	GREENE INC	1/12/2016	526052	\$30.00
00002521	1	CINCINNATI BELL ANY DISTANCE INC	1/21/2016	524067	\$73.98
00002522	1	DEPARTMENT OF ADMINISTRATIVE SERVICES	1/21/2016	527751	\$5.93
00002523	1	US BANK NATIONAL ASSOCIATION	1/19/2016	521050	\$16.09
00002523	2	US BANK NATIONAL ASSOCIATION	1/19/2016	523065	(\$169.55)
00002524	1	US BANK NATIONAL ASSOCIATION	1/20/2016	521050	\$154.88
00002525	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	1/25/2016	527751	\$594.33
00002526	2	VERIZON WIRELESS	1/21/2016	524067	\$333.53
00002527	1	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/26/2016	527751	\$842.52
00002528	2	EMERALD DATA SOLUTIONS INC	1/25/2016	526070	\$12,000.00
00002529	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/5/2016	527751	\$13.92
00002530	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/5/2016	527751	\$8,180.99
00002531	2	OFFICE OF BUDGET & MANAGEMENT	2/5/2016	527751	\$178.50
00002532	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/4/2016	527751	\$346.70
00002533	1	US BANK NATIONAL ASSOCIATION	2/10/2016	521050	\$662.87
00002534	1	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/11/2016	527751	\$45.67
00002535	1	US BANK NATIONAL ASSOCIATION	2/16/2016	521050	\$22.26
00002536	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/24/2016	527751	\$4,856.88
00002537	1	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/3/2016	527751	\$660.53
00002538	1	US BANK NATIONAL ASSOCIATION	2/22/2016	521050	\$451.25
00002539	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	2/22/2016	527751	\$1,169.98
00002540	1	CINCINNATI BELL ANY DISTANCE INC	2/26/2016	524067	\$74.99
00002541	2	GREENE INC	2/24/2016	526052	\$30.00
00002542	2	VERIZON WIRELESS	2/24/2016	524067	\$333.49
00002543	1	US BANK NATIONAL ASSOCIATION	2/24/2016	521050	\$50.00
00002544	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/16/2016	527751	\$496.00
00002545	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/16/2016	527751	\$496.00
00002546	3	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/16/2016	527751	\$496.00
00002547	1	ETHICS COMMISSION	3/15/2016	527751	\$360.00
00002548	1	US BANK NATIONAL ASSOCIATION	3/11/2016	521070	\$700.00
00002548	2	US BANK NATIONAL ASSOCIATION	3/11/2016	523065	\$327.80
00002549	2	GREENE INC	3/15/2016	526052	\$30.00
00002550	1	US BANK NATIONAL ASSOCIATION	3/17/2016	521070	\$125.00
00002550	2	US BANK NATIONAL ASSOCIATION	3/17/2016	523058	\$357.80
00002552	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/29/2016	527751	\$1,214.44
00002553	2	DEPARTMENT OF ADMINISTRATIVE SERVICES	3/29/2016	527751	\$1,488.00
00002554	2	VERIZON WIRELESS	3/29/2016	524067	\$333.51

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. There was no discussion among the board.

6.03 Annual Ethics Training

The board was provided the agenda item details and reviewed the following:

The Ohio Ethics Commission is now providing several options for the Ohio Ethics Law Educational Sessions in 2016.

Per Governor Kasich's [Executive Order 2011-0K](#), all state officials and employees must participate in annual Ohio Ethics Law training (regardless of whether or not they are Financial Disclosure filers).

The Ohio Ethics Commission provides numerous opportunities for state officials and employees to meet the Ohio Ethics Law education requirement in the Executive Order.

1. In-house Ohio Ethics Law education sessions

- a. If you would like to discuss the possibility of hosting an in-house session conducted by the Ohio Ethics Commission, please contact me
- b. **Please note:** due to limited resources, we cannot conduct in-house training sessions for small groups

2. Statewide "Live Sessions"

- a. The sessions listed in [this link](#) are designed especially for board and commission members who may not be able to attend in-house sessions
- b. Please note that "live" sessions are preferred for FDS filers; however, the Governor's Office has indicated that that an Ethics Commission webinar or e-course may be substituted
- c. **Note to attorneys:** these live sessions have been approved for 1.5 hours of general CLE

3. Webinars

- a. The Ohio Ethics Commission offers one-hour webinars each month
- b. Click [here](#) to see the 2016 webinar schedule and to register for a session
- c. Proof of attendance is provided via e-mail within 24 hours of the webinar

4. E-Courses

- a. The Ethics Commission provides a new e-course each year that provides an overview of the law.
- b. The 2016 e-course can be accessed [here](#) and can be taken at your convenience
- c. Proof of attendance is provided via a Certificate of Completion at the end of the course.
- d. **Note to attorneys:** our newest e-course "Ohio Ethics Law: Cultivating Good Governance" is approved for 1.0 (one) hour of self-study CLE

5. "Phased" Ethics Training: (A six-part e-course series)

- a. To be used at staff meetings or board and commission meetings
- b. Six brief (15-20 minute) e-courses available on website

- i. The Ohio Ethics Law and Conflicts of Interest
- ii. The Ohio Ethics Law and Gifts
- iii. The Ohio Ethics Law and Post-Employment
- iv. The Ohio Ethics Law and Sales to Public Agencies
- v. The Ohio Ethics Law and Public Contracts
- vi. The Ohio Ethics Law and Nepotism

- c. View one every other month at staff or board meeting; by the end of the year, primary provisions of Ethics Law covered!
- d. Proof of attendance not provided for short e-courses. Therefore, this option is not appropriate for individual study. Instead, to be used in group settings. Agency/board/commission should monitor:

- i. Which course shown
- ii. Date of viewing
- iii. Staff or board/commission members present
- iv. Suggested chart attached to email

- e. Click [here](#) to view six-part series

If you have questions regarding these education sessions, you can also call Susan Willeke, Education & Communications Administrator for the Ohio Ethics

Commission at (614) 466 – 7090.

The board was provided a copy of the conflict of interest form in the agenda item details for review. The document provided may be located in the meeting agenda at the following link: [http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9CR9W63F892/\\$file/Conflict%20of%20Interest%20Form.pdf](http://www.boarddocs.com/oh/boefd/Board.nsf/files/A9CR9W63F892/$file/Conflict%20of%20Interest%20Form.pdf)

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Robert Wasko, board vice president, asked if this years' training would be in house or on own time. Ms. Vanessa Niekamp, executive director, replied that in the past a person would present ethics training by instruction, then later a video was available to the board, but now there is opportunity to complete the training on your own via online or webinar. Mr. Thomas Taneff, board member, commented that he completed training via his office desktop computer and provided a brief summary of his experience. Mr. Jack Marchbanks, board member, commented that he had completed his ethics training this year for a different agency and asked if he were subject to do it again. Ms. Katherine Bockbrader, board counsel, replied that he would not need to complete it again. Mr. Boyer commented that a person receives different hours of instruction credit depending on the course selected. Ms. Niekamp stated that if the board wished for her to request a video and use the board's time to complete the ethics training, she will set it up. Otherwise, board members are free to complete the training on their own time. Mr. Jon Rettig, board member, commented that the decision to not complete the training during the board's time was a better choice economically.

6.04 Investigative Process

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked for discussion. Mr. Jack Marchbanks, board member, asked Mr. Boyer to confirm that the board was voting to reaffirm the processes that are executed by the staff. Mr. Boyer replied that it was reaffirming the policy and procedures. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to reaffirm the investigative process.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

6.05 Reconciliation Process

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to adopt the reconciliation process.

Motion by Robert Wasko, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

6.06 Public Records Policy

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to adopt the public records policy.

Motion by Robert Wasko, second by Gregory Boyer.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Jon Rettig

No: Tommy Taneff

NOT VOTING (Abstain/Present): Jack R Marchbanks

6.07 Facility Licensure Process

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to adopt the facility licensure process.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

6.08 E-2 Assessment and Plan

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Motion to approve the E-2 Assessment and Plan.

Motion by Robert Wasko, second by Gregory Boyer.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

6.09 Niekamp elected President of the Association of Executives of Funeral Service Boards

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer congratulated Vanessa Niekamp.

6.10 Niekamp appointed to the City of Pickerington Personnel Appeals Board

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer congratulated Vanessa Niekamp.

6.11 President's Appointment to Apprenticeship Task List Committee

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer requested that the committee consist of Gregory Boyer, Jon Rettig, and Bryan Chandler. Mr. Boyer offered a brief summary of what the committee is responsible to review, assess, and recommend to the board. Mr. Thomas Taneff, board member, asked Mr. Boyer how long the committee will be intact. Mr. Boyer replied that the committee would last about thirty days. Mr. Jon Rettig, board member, commented that some requirements on the apprenticeship task list are repetitive and difficult for an apprentice to accomplish and hopes that this committee can revise the task list to be more reasonable and accommodating. Mr. Boyer agreed with Mr. Rettig's comments and affirmed this committee's intention to help apprentices.

6.12 Request Controlling Board Approval associated to the Board

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Boyer asked for a motion. A motion was made and seconded. Mr. Boyer asked the board for discussion. Mr. Robert Wasko, board vice president, declared his intention to vote no for the next three agenda items based on past failed attempts to seek additional funding for extra board staff to address preneed issues. Mr. Boyer asked the board for further discussion. The vote commenced.

Move to delegate authority to the Board President to request Controlling Board approval for an increase in appropriation in the amount of \$10,000 in SFY2016 for the appointment of Zashin & Rich at an hourly rate of \$175, as Special Counsel to represent the State of Ohio Board of Embalmers and Funeral Directors for legal advice related to an EEOC complaint filed by Vanessa Niekamp.

Motion by Tommy Taneff, second by Jack R Marchbanks.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

No: Robert Wasko

6.13 Request Controlling Board Approval associated to the Board

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Move to delegate authority to the Board President to request Controlling Board approval for an increase in appropriation in the amount of \$45,000 in SFY2016 for the appointment of Zashin & Rich at an hourly rate of \$175, as Special Counsel to represent the State of Ohio Board of Embalmers and Funeral Directors in Vanessa Niekamp v. Ohio Board of Embalmers & Funeral Directors.

Motion by Jon Rettig, second by Tommy Taneff.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

No: Robert Wasko

6.14 Request Controlling Board Approval associated to Thomas Taneff

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. A motion was made and seconded. Mr. Boyer asked the board for discussion. The vote commenced.

Move to delegate authority to the Board President to request Controlling Board approval for an increase in appropriation in the amount of \$45,000 in SFY2016 for the appointment of Benesch, Friedlander, Coplan & Aronoff LLP at an hourly rate of \$250, as Special Counsel to represent Thomas Taneff in Vanessa Niekamp v. Ohio Board of Embalmers & Funeral Directors.

Motion by Jack R Marchbanks, second by Jon Rettig.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

No: Robert Wasko

6.15 Response to Gregg Zamborsky

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Jon Rettig, board member, stated that he wanted to waive privilege on this item and place it on record. Mr. Thomas Taneff, board member, asked Mr. Rettig if he meant this agenda item (6.15) or the next agenda item (6.16) to follow. Mr. Boyer stated that this item consisted of a response and asked if the board wished to table this agenda item and move ahead to the next. Mr. Robert Wasko, board vice president asked what the board was to do with this agenda item. Mr. Boyer explained that this agenda item was a written response to Gregg Zamborsky drafted by Vanessa Niekamp, executive director, and reviewed by Katherine Bockbrader, board counsel. Mr. Taneff offered brief summary to Mr. Rettig of Mr. Zamborsky's previous concerns brought to the attention of the board. Mr. Taneff described the connection between the confidential attorney-client privileged memo in the following agenda item 6.16 and the written response of the current agenda item 6.15. Mr. Taneff stated that the response is a summary of the memo. Mr. Taneff declared that he did not observe any part of the memo that could not be made public. Mr. Taneff suggested that the memo be released for sake of transparency. Mr. Wasko stated that he was in favor of releasing a response to Gregg Zamborsky and waiving attorney-client privilege of the memo. Mr. Taneff and Mr. Bryan Chandler, board secretary, clarified to Mr. Wasko that the discussion was about agenda item 6.15. A motion was made and seconded for agenda item 6.15. Mr. Boyer asked the board for further discussion. Mr. Jack Marchbanks, board member, asked for clarification that the board was voting to release the letter written by Ms. Niekamp to Mr. Zamborsky summarizing the attorney-client privileged memo that was reviewed by board counsel. Mr. Boyer replied that it was. The vote commenced.

Motion to approve 6.15; release written response to Gregg Zamborsky.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

6.16 Confidential Attorney-Client Privileged Communication of April 6, 2016

Board meeting notation: Mr. Gregory Boyer, board president, introduced the agenda item. Mr. Thomas Taneff, board member, reminded all that he requested this agenda item to be placed on the agenda for consideration. Mr. Jon Rettig, board member, remarked that he agreed with Mr. Taneff that there was nothing in the attorney-client privileged memo that could not be made public. Mr. Rettig stated that he is an advocate for transparency. Ms. Katherine Bockbrader, board counsel, stated for the record, the Office of (Ohio) Attorney General does not recommend that clients waive attorney-client privilege. Ms. Bockbrader said that in this case in particular it seems unnecessary because the Board is already sending a letter to Mr. Zamborsky explaining the Board's position. Ms. Bockbrader stated that it is the board's choice to waive the privilege, but Ms. Bockbrader affirmed she does not recommend the board waive attorney-client privilege. Mr. Rettig asked Ms. Bockbrader if the board was allowed to waive the privilege. Ms. Bockbrader responded that the board should at least know, or be aware, that this action has potential risks by affecting another case and could have an unknown impact in future; but it is still the board's choice. Mr. Rettig suggested that releasing the memo will help put this issue to rest. Mr. Taneff agreed. A motion was made and seconded. Mr. Boyer asked for further discussion. Mr. Boyer stated that when the board requests opinion from the (Ohio) Attorney General, it is a privileged memo given to this board to assist in interpretation of law and help with operating the board. When a privileged memo is released, there may be future implications for this board or other boards. Mr. Taneff commented that the last opinion received from the (Ohio) Attorney General's Office to the board on the same subject was fifteen years ago and was released to the public. Ms. Bockbrader asked whether the opinion the Mr. Taneff was referencing was a formal opinion of the Attorney General's Office. Mr. Wasko advised that he believed it was a formal opinion. Ms. Bockbrader explained that formal opinions are released to the public. Mr. Jack Marchbanks, board member, stated that he was not comfortable going against board counsel's advice and will vote his conscience. The vote commenced.

Motion to waive privileged of the Confidential Attorney-Client Privileged Communication of April 6, 2016, from Katherine Bockbrader, AAG, and to release the

communication to the general public.

Motion by Tommy Taneff, second by Jon Rettig.

Final Resolution: Motion Carries

Yes: Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig

No: Gregory Boyer, Jack R Marchbanks

6.17 Communication of June 5, 2015

Board meeting notation: Mr. Robert Wasko, board vice president, introduced the agenda item by motioning to waive the privilege of an attorney-client communication. Mr. Jon Rettig, board member, seconded. Mr. Gregory Boyer, board president, asked the board for discussion. Mr. Thomas Taneff, board member, asked Mr. Wasko for reminder as to what the agenda item was about. Mr. Wasko responded that he could not explain without violating the privilege. Mr. Taneff then viewed the document to be voted on and said he had seen it before. Mr. Taneff asked Mr. Boyer who requested the agenda item to be placed on the agenda. Mr. Wasko responded to Mr. Taneff that he requested it. Mr. Jack Marchbanks, board member, asked Mr. Wasko for his opinion as to what benefit would come from releasing the communication. Mr. Wasko replied that it was for transparency. Mr. Rettig commented that the citizens of the area affected should be aware of what transpired. Mr. Wasko remarked that things are currently transpiring. Ms. Katherine Bockbrader, board counsel, declared for the record, that she does not recommend waiving the attorney-client privilege. Mr. Taneff asked Ms. Bockbrader, how strongly she felt (about not releasing this communication). Ms. Bockbrader stated that this was a letter from the board to the board's attorney and she was not as familiar with it. Mr. Rettig asked Ms. Bockbrader her opinion about the first sentence in the letter. Ms. Bockbrader replied that the letter was written from Mr. Fleming to the board's attorney at the time, expressing his opinion. It was her opinion that the letter should be considered attorney-client privileged, and therefore, the board would need to vote to waive the privilege to release the letter. Mr. Boyer stated that this issue is going to come out in a matter of time anyway. Mr. Marchbanks remarked that it is a public concern. Mr. Taneff asked Ms. Vanessa Niekamp, executive director, for her opinion on the matter. Ms. Niekamp replied that she believed it was important. Mr. Boyer asked the board for further discussion. The vote commenced.

Motion to waive privilege of the Communication of April 6, 2016, from Thomas Fleming, Past Board President, to Summer Moses, Past AAG, and to release the communication to the general public.

Motion by Robert Wasko, second by Jon Rettig.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Board meeting notation: Ms. Niekamp stated after the vote that she answered Mr. Taneff's question as "important" because families are contacting and will contact the board office, are looking to local media and working with law enforcement to seek answers. The board office does not have answers. Mr. Rettig stated for the record that he would support a change in legislation to address this concern because it is this board's responsibility to the public to keep this from happening. Mr. Wasko commented that he was upset when this situation was occurring; he knew the board could help, as it had done so in the past, but was instructed not to and the result was a predictable event.

The board agreed to recess the regular meeting at 2:47 p.m.

The board reconvened the regular meeting at 3:02 p.m.

The board returned to tabled agenda item 5.09.

7. Adjournment

7.01 Adjourn the Meeting

Board meeting notation: Before adjournment, Mr. Thomas Taneff, board member, requested to speak. Mr. Taneff offered praise for the funeral home that provided exemplary services for his late father-in-law. Mr. Taneff stated that the funeral home and funeral industry provided an incredible experience like no other for the family. Mr. Taneff remarked that the coordination of arrangements and accommodations were above and beyond expectations. Mr. Jon Rettig, board member, commented to Mr. Taneff, that what he experienced is what should happen everytime for everyone. Mr. Taneff added that he did not tell the funeral director that he was on the Board. Mr. Jack Marchbanks, board member, shared his positive experience with the funeral home in the Dayton area that provided such caring services for his late mother in February. He too was impressed with the funeral industry and the people involved in it, and added that he had not told the funeral home that he was on the Board.

Motion to adjourn the meeting.

Motion by Robert Wasko, second by Bryan E Chandler.

Final Resolution: Motion Carries

Yes: Gregory Boyer, Robert Wasko, Bryan E Chandler, Tommy Taneff, Jon Rettig, Jack R Marchbanks

Board meeting notation: Mr. Gregory Boyer, board president, announced the April 26, 2016 Meeting of the Board adjourned at 3:05 p.m.