

**Minutes of the August 22, 2018**  
**Regular Meeting of the Board of Embalmers and Funeral Directors**

Wednesday, August 22, 2018

Pursuant to 4717.03(A) of the Ohio Revised Code, the State of Ohio Board of Embalmers and Funeral Directors convened in Room South A of the Vern Riffe Center for Government and the Arts located at 77 South High Street, Columbus, Ohio 43215 for its regular meeting to discuss the Board's business.

1. Convening of the Board – President Rettig

Calling of the Roll

President Jon W. Rettig, Sr. called the meeting to order at 10:42 am. Executive Director David A. Ingram called the roll for the meeting. The following board members were in attendance of the meeting:

Marcella Boyd Cox; Edward C. Nurre, Jr.; Jill R. Pugh; Adriana A. Sfalcin; and officers: Jon W. Rettig, Sr., president; Thomas Taneff, vice-president; William C. Wappner, secretary-treasurer.

Mr. Ingram stated for the record a quorum of the board was present.

Pledge of Allegiance

“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

Recognize Apprentices

During apprenticeship, apprentices are required to complete assignments published to their corresponding apprenticeship task list. One of the tasks cataloged, as an additional training requirement, is to attend one state board monthly meeting. This new task was established by the Board July 26, 2016 for one-year apprentices that started their apprenticeship February 1, 2016 or beyond; and for two-year apprentices that started their apprenticeship February 1, 2015 or beyond.

The Board would like the opportunity to recognize apprentices in attendance of the meeting who are fulfilling this requirement.

Jon Rettig welcomed all apprentices in attendance of the meeting and requested each person to stand and state their name so all may hear. In attendance were Nathan Brown, Michael Hogenkamp, Craig Hungler, Christina Kendall, Greg Linn, Travis Nienberg, Samuel Routsong and Taylor Stoner.

Mr. Rettig also welcomed and introduced the following others in attendance: Kathy Elkins of Funeral Consumers Alliance of Central Ohio; Thomas Fleming, former president of the Ohio Board of Embalmers & Funeral Directors; David Gillum of Tribute Funeral Homes; George Horne of Wanton-Horne Chapel of Peace; John McGough, Legislative Representative of Ohio Funeral Directors Association and Robert Solich of Busch Funeral Homes.

Mr. Rettig also identified members of the board office staff in attendance of the meeting for benefit of the apprentices.

Mr. Rettig thanked his fellow board members for their service to the officers and committees positions.

Mr. Rettig introduced Daniel Murry, Assistant Attorney General, as the board's counsel for this meeting. Mr. Murry was assigned to substitute for Christie Limbert as she was out for another assignment.

## 2. Board Business

### Executive Director's Report

David Ingram read aloud the content of the executive director's report and communicated the following in addition:

- Mr. Ingram reported an approximate total of one hundred ninety-five thousand dollars (\$195,000.00) in deposits to the Preened Recovery Fund, to date.
- Mr. Ingram reminded all that some amendments to administrative rules are still awaiting committee approval, but he highlighted one amendment in particular – the due date for the annual preened contract report form will change from March 30 to March 31. He added that there will be a public hearing in the future on these amendments and changes will likely be effective January 1, 2019.
- Mr. Ingram read aloud briefly from his legislative timeline.
- Mr. Ingram reported that an email communication was sent to all licensees on July 12, 2018 regarding eLicense, access to the system, and renewal. A duplicate communication was mailed August 13, 2018 to all licensees in effort to provide additional notification. The Board will begin processing renewal applications and

crematory operator permit applications on September 10, 2018. The deadline to renew licenses remains on or before December 31, 2018.

- Mr. Ingram read aloud numbers derived from the inspections report.

Mr. Ingram asked the secretary-treasurer of the board if there were any questions on the board's budget numbers reported. Mr. Wappner replied that his questions had been answered prior to the meeting.

Mr. Rettig welcomed Curtis Parrish to the meeting.

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### President's Report

- Jon Rettig requested the executive director of the board to explain the cite & settle process. Mr. Ingram stated that cite & settle is a streamlined disciplinary process that includes a settlement agreement with a notice of opportunity for a hearing (NOH). An NOH is issued to inform a licensee that the Board is proposing to act against a license. The addition of the agreement offers the licensee the ability to resolve an administrative action in place of a hearing. Mr. Ingram announced that cite & settle will be implemented during the board's random audit of continuing education hours in 2019. Mr. Rettig thanked Mr. Ingram for his explanation.
- Mr. Rettig informed that David Ingram will attend as many Ohio Funeral Directors Association District Meetings as possible in the upcoming months. He requested board members to substitute in David's absence when needed. Mr. Rettig reminded all that board members would be eligible for reimbursement of mileage to and from those meetings. There was discussion among the board members about availability to attend district meetings.

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### Multiple Apprentice Request

David Ingram stated that a request to appear before the board was submitted by Robert Solich. Mr. Solich is seeking permission from the Board to serve as a master trainer of more than one apprenticeship at a time. Mr. Ingram welcomed Mr. Solich to the meeting and invited him to stand and speak.

Robert Solich thanked the Board for the opportunity to speak. Mr. Solich stated that he was a licensed funeral director and location manager with Busch Funeral and Cremation Services of Cleveland and Northeast Ohio. He informed the Board that two funeral director apprentices were to be promoted from within and he wished to supervise their

funeral director apprenticeships.

William Wappner commented that Busch has many locations with many licensed funeral directors. He asked Mr. Solich why the need for him to train two at a time when the business was able to select from a pool of available personnel. Mr. Solich replied that since he was in a management position that includes responsibility for training, it makes sense for him to perform the task.

Jon Rettig questioned Mr. Solich if he will have adequate time to supervise the two in addition to his management duties. Mr. Solich replied that he would have the time. He added that the funeral home would have more than sufficient volume of calls for training as well.

Edward Nurre made a motion for the Board to grant approval of the request from Robert Solich to serve as master trainer for two apprentices concurrently.

Motion by Edward Nurre, second by Marcella Boyd Cox

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

David Ingram stated that a request to appear before the board was submitted by David Gillum. Mr. Gillum is seeking permission from the Board to serve as a master trainer of more than one apprenticeship at a time. Mr. Ingram welcomed Mr. Gillum to the meeting and invited him to stand and speak.

David Gillum thanked the Board for the opportunity to speak. Mr. Gillum stated that he was a licensed funeral director and manager for Tribute Funeral Homes of Greenville, Ohio. He informed the Board that he is currently supervising an apprenticeship that will end next March and mentioned the overlap of apprenticeships will be for a relatively short period of time. Mr. Gillum wants to add a current funeral home staff member as a second apprentice who will follow a funeral directing only apprenticeship. The apprentice graduated from Ohio State University in July and plans to attend Pittsburgh Institute of Mortuary Science.

Jill Pugh asked about the call volume of the funeral home. Mr. Gillum replied that the firm averages two hundred (200) calls annually.

William Wappner made a motion for the Board to approve the request from David Gillum to serve as a master trainer for more than one apprenticeship at a time.

Motion by William Wappner, second by Marcella Boyd Cox

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana

Sfalcin, Thomas Taneff and William Wappner  
Final Resolution: Motion Carries 7/0

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Consideration of the July 25, 2018 Board Meeting Minutes

Thomas Taneff made a motion for the Board to approve the July 25, 2018 Board Meeting Minutes as presented.

Adriana Sfalcin seconded Mr. Taneff's motion.

Edward Nurre identified an error in the draft of the minutes. He stated that Edward McCall, Jr. was incorrectly identified as an apprentice. Mr. Nurre recommended the minutes be amended to indicate Mr. McCall was a licensee.

William Wappner made a motion for the Board to approve the July 25, 2018 Board Meeting Minutes with corrections.

Motion by William Wappner, second by Adriana Sfalcin

Roll-call vote: Yes: Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Abstain: Marcella Boyd Cox

Final Resolution: Motion Carries 6/1

Consideration of the July 25, 2018 Education and Examination Committee Meeting Minutes

Thomas Taneff made a motion for the Board to approve the July 25, 2018 Education and Examination Committee Meeting Minutes as presented.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Abstain: Marcella Boyd Cox

Final Resolution: Motion Carries 6/1

Consideration of the July 25, 2018 JCARR Committee Meeting Minutes

Thomas Taneff made a motion for the Board to approve the July 25, 2018 JCARR Committee Meeting Minutes as presented.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner  
Abstain: Marcella Boyd Cox  
Final Resolution: Motion Carries 6/1

Jon Rettig commented that the Education and Examination Committee met on August 21, 2018 to discuss changes to test questions provided to the Conference. He stated the committee is committed to ensuring test questions are always current and relevant to an evolving funeral industry. David Ingram added that the committee's goal is to get refreshed test questions applied on or about January 1, 2019.

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### Licensure

David Ingram informed all that the truncated license numbers listed are due to the new eLicense system. He explained that licenses approved at today's meeting will be conditional until eLicense assigns license numbers upon a staff member's review and approval of applications in the system.

Jon Rettig read aloud the list of names of individuals recommended for licensure.

Thomas Taneff made a motion for the Board to approve the applications of individuals recommended for licensure as presented.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

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Jon Rettig read aloud the list of names of applicants for apprenticeship registrations and certifications.

Marcella Boyd Cox made a motion for the Board to approve the applications for apprenticeship registrations and certifications as presented.

Motion by Marcella Boyd Cox, second by Thomas Taneff

Roll-call vote: Yes: Marcella Boyd Cox, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Abstain: Edward Nurre

Final Resolution: Motion Carries 6/1

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Jon Rettig read aloud the list of names of facilities to be licensed and facility name changes.

Thomas Taneff made a motion for the Board to approve ratification of facility licenses as presented.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

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### Continuing Education

Jon Rettig requested Jill Pugh to report on the recent Continuing Education Committee meeting. Ms. Pugh responded that the committee met at 9:00 a.m. on Wednesday, August 22, 2018 to review and discuss submitted applications in preparation for the August 2018 Board Meeting. She added that the committee recommends designating conditional approval for a few applications in effort to seek clarification on program details. Ms. Pugh informed that Danny Finfrock will follow up with Balin & Associates, Lane Funeral Home, Inc, and Fair Hope Hospice and Palliative Care. Upon satisfactory clarification from these providers, their courses would be added to the list of approved continuing education programs, said Ms. Pugh.

Thomas Taneff made a motion for the Board to approve the applications for continuing education programs as presented, as well as the conditional applications from providers identified by Jill Pugh.

Motion by Thomas Taneff, second by Marcella Boyd Cox

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

David Ingram stated the applications identified by Ms. Pugh have not been denied but will not be listed until clarification is received.

Mr. Ingram reminded all that applications for waiver of the continuing education requirements are due by August 31, 2018.

Mr. Ingram asked the Board for an opinion on mailing or emailing all licensees a list of the year-end approved continuing education courses. Jon Rettig questioned if there would be future mailings. Mr. Ingram replied that it would be just one mailing apprising

licensees to courses available before licenses expire December 31, 2018.

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Jon Rettig read aloud the name of the applicant requesting the fifty-year exemption of the continuing education requirements. He reminded all that an individual licensed as an embalmer or funeral director for not less than fifty years may apply if the licensee is not designated as actually-in-charge of an embalming facility or funeral home. Mr. Rettig also read aloud the name of the applicant requesting a waiver of the continuing education requirements. He reminded all that a waiver is for those with a physical disability, illness or undue hardship and is valid only for a two-year compliance period. He added that approval of a waiver, exemption, or fifty-year exemption does not waive or exempt the licensee from renewal fees.

Thomas Taneff questioned if the vote for the applications may be combined. Mr. Ingram replied that it was acceptable to be combined.

Thomas Taneff made a motion for the Board to approve the application for exemption for fifty years of licensure and the application of waiver of the continuing education requirements as presented.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

Mr. Taneff questioned if these applications were subject to a public record request. He shared concern for disclosure of a person's personal health information as protected by HIPPA (Health Insurance Portability and Accountability Act of 1996). Mr. Taneff suggested the Board not risk breach of privacy or cause embarrassment to a person. Mr. Ingram replied that the Board would follow national and state guidelines regarding release of such a record.

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Jon Rettig read aloud the list of names of applicants from individuals requesting credit for out-of-state continuing education programs.

Edward Nurre made a motion for the Board to approve the applications from individuals requesting credit for out-of-state continuing education programs as presented.

Motion by Edward Nurre, second by Adriana Sfalcin

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

David Ingram remarked that the Education and Examination Committee is looking at self-study programs. He informed these types of programs may not be approved in the future.

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## Compliance

### Ratification of Settlements

David Ingram summarized the cite and settle process implemented with the annual preneed funeral contract report form violations. He informed that there were nineteen (19) settlements for consideration at today's meeting. Mr. Ingram concurred settlements may be combined into one vote, provided the Board has reviewed the settlements before them. There was discussion among the Board about voting on the settlements. The Board acknowledged reviewing the settlements and agreed to approve eighteen (18) in one motion with one (1) settlement to be voted on individually.

Jill Pugh made a motion for the Board to ratify Settlement Agreements #1 through #18 as presented.

Motion by Jill Pugh, second by Thomas Taneff

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

Mr. Ingram informed the apprentices in attendance of the meeting that the settlement agreement documents are redacted for anonymity when presented to the Board. He explained this is done to prevent bias.

*Post-meeting unredacted information:* Settlement Agreement #1 was between the State of Ohio Board of Embalmers and Funeral Directors and Carter Funeral Home Services, Inc., license no. FH.002879, and Dennis Carter, license no. FD.008192 of Elyria, Ohio concerning compliance case no. CO2018-4768.

*Post-meeting unredacted information:* Settlement Agreement #2 was between the State of Ohio Board of Embalmers and Funeral Directors and Dovin Funeral and Cremation Specialists, license no. FH.003347, and John Dovin, license no. FD.007671 of Lorain, Ohio concerning compliance case no. CO2018-4770.

*Post-meeting unredacted information:* Settlement Agreement #3 was between the State of Ohio Board of Embalmers and Funeral Directors and Vinson House of Mortuary, Inc., license no. FH.001851, and Virgis Vinson, license no. FD.007867 of Steubenville, Ohio concerning compliance case no. CO2018-4777.

*Post-meeting unredacted information:* Settlement Agreement #4 was between the State of

Ohio Board of Embalmers and Funeral Directors and Bogner Family Funeral Home, license no. FH.002150, and David Bogner, license no. FD.007970 of North Ridgeville, Ohio concerning compliance case no. CO2018-4779.

*Post-meeting unredacted information:* Settlement Agreement #5 was between the State of Ohio Board of Embalmers and Funeral Directors and Brown-Forward, Inc., license no. FH.002729, and Robert Forward, license no. FD.006186 of Shaker Heights, Ohio concerning compliance case no. CO2018-4780.

*Post-meeting unredacted information:* Settlement Agreement #6 was between the State of Ohio Board of Embalmers and Funeral Directors and Schuetz Funeral Home, license no. FH.003301, and Jeffrey Schuetz, license no. FD.009473 of Mingo Junction, Ohio concerning compliance case no. CO2018-4788.

*Post-meeting unredacted information:* Settlement Agreement #7 was between the State of Ohio Board of Embalmers and Funeral Directors and Edward J. Fox & Sons Funeral Home, license no. FH.002319, and Christopher Engartner, license no. FD.007672 of Youngstown, Ohio concerning compliance case no. CO2018-4789.

*Post-meeting unredacted information:* Settlement Agreement #8 was between the State of Ohio Board of Embalmers and Funeral Directors and Cannon Lopresti & Catavolos Funeral Home, license no. FH.003404, and Lindsey Cannon, license no. FD.009055 of Cleveland, Ohio concerning compliance case no. CO2018-4790.

*Post-meeting unredacted information:* Settlement Agreement #9 was between the State of Ohio Board of Embalmers and Funeral Directors and Lewis-Gillum Funeral Home, license no. FH.001233, and David Gillum, license no. FD.009246 of Jackson, Ohio concerning compliance case no. CO2018-4791.

*Post-meeting unredacted information:* Settlement Agreement #10 was between the State of Ohio Board of Embalmers and Funeral Directors and Lewis-Gillum Funeral Home, license no. FH.000594, and David Gillum, license no. FD.009246 of Oak Hill, Ohio concerning compliance case no. CO2018-4792.

*Post-meeting unredacted information:* Settlement Agreement #11 was between the State of Ohio Board of Embalmers and Funeral Directors and DiCicco & Sons Funeral Home Service, license no. FH.002891, and Anthony DiCicco, license no. FD.008089 of Mayfield Heights, Ohio concerning compliance case no. CO2018-4795.

*Post-meeting unredacted information:* Settlement Agreement #12 was between the State of Ohio Board of Embalmers and Funeral Directors and Meyer Funeral Home, license no. FH.004796, and Gregory Meyer, license no. FD.006410 of Cincinnati, Ohio concerning compliance case no. CO2018-4796.

*Post-meeting unredacted information:* Settlement Agreement #13 was between the State of Ohio Board of Embalmers and Funeral Directors and Funeral Service by Gary S.

Silvat, license no. FH.003400, and Gary Silvat, license no. FD.009717 of Austintown, Ohio concerning compliance case no. CO2018-4797.

*Post-meeting unredacted information:* Settlement Agreement #14 was between the State of Ohio Board of Embalmers and Funeral Directors and Corrigan-Craciu Funeral Home, license no. FH.002885, and Joseph Craciu, license no. FD.006064 of Cleveland, Ohio concerning compliance case no. CO2018-4798.

*Post-meeting unredacted information:* Settlement Agreement #15 was between the State of Ohio Board of Embalmers and Funeral Directors and Corrigan-Craciu Funeral Home, license no. FH.002886, and Joseph Craciu, license no. FD.006064 of Cleveland, Ohio concerning compliance case no. CO2018-4799.

*Post-meeting unredacted information:* Settlement Agreement #16 was between the State of Ohio Board of Embalmers and Funeral Directors and Craciu-Berry Funeral Home, license no. FH.002888, and Joseph Craciu, license no. FD.006064 of Cleveland, Ohio concerning compliance case no. CO2018-4800.

*Post-meeting unredacted information:* Settlement Agreement #17 was between the State of Ohio Board of Embalmers and Funeral Directors and Craciu Funeral Home, license no. FH.002887, and Joseph Craciu, license no. FD.006064 of Middleburg Heights, Ohio concerning compliance case no. CO2018-4802.

*Post-meeting unredacted information:* Settlement Agreement #18 was between the State of Ohio Board of Embalmers and Funeral Directors and Jones-Clark Funeral Home, license no. FH.001502, and Coleman Clark, license no. FD.007064 of Lima, Ohio concerning compliance case no. CO2018-4803.

Jon Rettig made a motion for the Board to ratify the Settlement Agreement in case number 2017-1700090 as presented.

Motion by Jon Rettig, second by Edward Nurre  
Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner  
Final Resolution: Motion Carries 7/0

*Post-meeting unredacted information:* The settlement agreement was between the State of Ohio Board of Embalmers and Funeral Directors and Joseph R. Garr, license no. EMB.006588 of Cincinnati, Ohio concerning compliance case no. 2017-1700090.

### Closed Compliance

David Ingram read aloud each case number's description and conclusion.

Thomas Taneff made a motion for the Board to ratify the list of closed compliance cases as presented and confirm each case status as closed.

Motion by Thomas Taneff, second by Marcella Boyd Cox

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

Jon Rettig informed the apprentices in attendance of the meeting of the ability of the executive director, compliance coordinator, board inspectors and board counsel to meet to discuss closing cases prior to the meeting.

Mr. Ingram reminded the Board that notices of opportunity for hearing were issued as a result of annual preneed funeral contract report form violations. He informed that four notices were found to be issued in error. Mr. Ingram requested the Board to rescind the notices of opportunity for hearing issued in the following cases: CO2018-4773, CO2018-4774, CO2018-4775 and CO2018-4783. He added that all may be approved in one vote as in a previous agenda item.

William Wappner made a motion for the Board to rescind the Notices of Opportunity for Hearing issued in the cases Mr. Ingram identified.

Motion by William Wappner, second by Edward Nurre

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

#### Recommendation to Charge

Jon Rettig read aloud the complaint.

David Ingram read aloud the charges of violation.

Jon Rettig made a motion for the Board to charge the funeral director actually-in-charge of the funeral home with violation of unprofessional conduct.

Motion by Jon Rettig, second by Thomas Taneff

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

Mr. Rettig commented on a recent article posted in a Tiffin, Ohio area online edition newspaper. He stated that comments from the public suggested the monetary fine levied by the Board against the article's subject was insufficient. Mr. Rettig disagreed with this opinion and affirmed the Board applied the maximum amount allowed in this case.

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## Attorney General Case Update

Jon Rettig asked Daniel Murry, board counsel, if he wished to comment on the privileged and confidential report. Mr. Murry replied that he had no comment.

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Jon Rettig informed all that the Board would soon enter executive session. He thanked all apprentices for attending and announced that interviews were scheduled to begin at 1 p.m. He enabled apprentices to leave prior to adjournment of the meeting if they wished. He also thanked all others in attendance of the meeting and provided permission for their early dismissal as well.

Thomas Fleming questioned aloud if there were any upcoming charges of violations regarding late or omitted filings to the preneed recovery fund. David Ingram replied that administrative decisions often include the exercise of discretion. The Board chose to defer enforcement until 2019.

Jon Rettig made a motion for the Board to enter executive session pursuant to Ohio Revised Code 121.22 (G)(1) to consider the appointment, employment, and compensation of a public employee.

Prior to a vote on the motion, Mr. Rettig invited Daniel Murry, board counsel, to join the Board in its executive session. He requested David Ingram to remain.

Mr. Rettig announced to all that David has been in his role as executive director of the board for one year and congratulated him on his milestone. There was applause from all in recognition of the anniversary.

Marlan Gary reminded all that Linda Clark has a long tenure of service to the Board and apprised of her upcoming retirement the end of September. Mr. Gary asked Ms. Clark how long she had been with the Board. Ms. Clark replied that her twenty-fifth (25<sup>th</sup>) anniversary would be in March 2019. There was applause from all in recognition of her accomplishment.

Motion by Jon Rettig, second by Thomas Taneff

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

The Board entered executive session at 11:45 a.m.

Mr. Rettig invited David Ingram to join the Board in its executive session at 11:55 a.m.

The Board reconvened to its regular meeting at 12:06 p.m.

Mr. Rettig requested the record indicate all board members are present and accounted for.

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3. Adjournment

Jon Rettig asked David Ingram if there was any further business to be considered before the Board. Mr. Ingram replied that there was none.

Jill Pugh made a motion for the Board to adjourn its meeting.

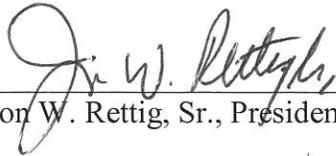
Motion by Jill Pugh, second by Edward Nurre

Roll-call vote: Yes: Marcella Boyd Cox, Edward Nurre, Jill Pugh, Jon Rettig, Adriana Sfalcin, Thomas Taneff and William Wappner

Final Resolution: Motion Carries 7/0

Mr. Rettig thanked all for attending the meeting.

August 22, 2018 Meeting of the Board adjourned at 12:07 p.m.



Jon W. Rettig, Sr., President



William C. Wappner, Secretary-Treasurer

Attachments

## August 2018 Board Meeting

### *Initial licenses to be approved*

License Number	Name	City
Emb.0097xx Fd.0099xx	Givan, Teresa	Cincinnati
Emb.0097xx Fd.0099xx	Gribble, Alexys L.	Cincinnati
Emb.0097xx Fd.0099xx	Kellogg, Quinaia L	Cincinnati
Emb.0097xx Fd.0099xx	Parish, Curtis	Columbus
Emb.0097xx Fd.0099xx	Ulmer, Paul	Stow

### *Courtesy Permit to be approved*

License Number	Name	City
CCPM00.xxxx	Lange, Samuel	Ludlow Ky

## *August Board Meeting - Facilities*

### *New facility licenses to be approved*

Facility Type and #	Firm Title	Location	Reason	Changes
FH.00xxxx	McDougald Funeral Services	Garfield Hts.	Leasing Space	From Eric J. Williams FS
FH.00xxxx	Ware Funeral Home	Chillicothe	Buying Existing Facility	Chas Ware (Deceased) Buyer Justin Long

### *Name Changes to be approved*

Facility #	Old Firm Title	New Firm Title	Location
FH.003239	Rodman-Snyder Memorial Center	Ohio Cremation & Memorial Society	Columbus

## *Registration/Certification - August 2018*

### *Registration*

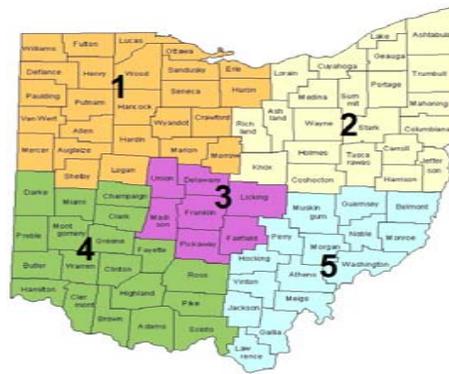
Type	Name	City
Fd	Armenti, Marie	Cleveland
Dual	Badyna, Leigh	Lancaster
Fd	Barfell, Daniel	Cleveland
Dual	Evans, Courtney	Amelia
Fd	Garner, William	Columbus
Dual	Goodwin, Jacqueline	Hinckley
Fd	Murphy, David	Chargrin Falls
Fd	Ryerson, Andrew	Lebanon

### *Certification*

Type	Name	City
Dual	Evans, Courtney	Amelia
Dual	Sibold, Rachel	DeGraff

**AUGUST 2018 CE APPROVED PROGRAMS**

The course numbers are labeled depending on the location of the program. The first number of the program number will indicate its location based on the map to the right. Program numbers beginning with 0- are online programs, program numbers beginning with 6- are out-of-state programs.



Provider Name	Contact	Email	Phone	Location Course Number	Course Name	Hours	Program Date
Balin and Associates 2017-2018	Marcella Balin	mbalin13@gmail.com	(937) 478-4958	2-APPC001144	The Dynamics of Difference	6.00	10/10/2018
Balin and Associates 2017-2018	Marcella Balin	mbalin13@gmail.com	(937) 478-4958	2-APPC001142	The Dynamics of Difference	6.00	10/11/2018
Balin and Associates 2017-2018	Marcella Balin	mbalin13@gmail.com	(937) 478-4958	4-APPC001143	The Dynamics of Difference	6.00	10/18/2018
Balin and Associates 2017-2018	Marcella Balin	mbalin13@gmail.com	(937) 478-4958	2-APPC001140	Shame and Guilt	6.00	9/13/2018
Balin and Associates 2017-2018	Marcella Balin	mbalin13@gmail.com	(937) 478-4958	4-APPC001141	Shame and Guilt	6.00	9/17/2018
Central Institute for Educational Advancement	Joel L. Getts	cifea@rocketmail.com	(937) 572-8636	4-APPC001151	Improving Your Grief Tool Box	3.00	9/22/2018
Central Institute for Educational Advancement	Joel L. Getts	cifea@rocketmail.com	(937) 572-8636	4-APPC001152	Religion and Death	3.00	9/22/2018
Central Institute for Educational Advancement	Joel L. Getts	cifea@rocketmail.com	(937) 572-8636	4-APPC001150	The History of the North American Funeral Home	3.00	12/20/2018
Central Institute for Educational Advancement	Joel L. Getts	cifea@rocketmail.com	(937) 572-8636	0-APPC001149	Online "The Psychology of the Funeral Facility"	3.00	8/22/2018
Community Tissue Services	Carole Vaught	cvaught@communitytissue.org	(937) 461-3267	4-APPC001148	Transformation and Usage of Donated Tissue	3.00	10/31/2018
Cremation Association of North America	Jennifer Head	jennifer@cremationassociation.org	(312) 245-1077	6-APPC001165	CANAs Crematory Operations Certification Program	8.00	9/14/2018
Cremation Association of North America	Jennifer Head	jennifer@cremationassociation.org	(312) 245-1077	6-APPC001164	CANAs Crematory Operations Certification Program	8.00	10/24/2018
Embalmers Association of Cleveland	Steven R Shopp	sgbshopp@att.net	(440) 842-0875	2-APPC001167	Mass Fatality Planning	3.00	10/11/2018
Funeral Service Academy	Amy E. Harmon	support@funeralcourse.com	(888) 909-5906	0-APPC001133	Grief Management:	3.00	8/22/2018
Homesteaders Life Company	Wanda M Sizemore	wsizemore@homesteaderslife.com	(515) 321-1626	4-APPC001171	Insurance Ethics in Preneed Funeral Plans	6.00	10/9/2018
Homesteaders Life Company	Wanda M Sizemore	wsizemore@homesteaderslife.com	(515) 321-1626	2-APPC001169	Insurance Ethics in Preneed Funeral Plans	6.00	10/11/2018
Homesteaders Life Company	Wanda M Sizemore	wsizemore@homesteaderslife.com	(515) 321-1626	2-APPC001170	The Preneed Insurance Niche	6.00	10/12/2018
Homesteaders Life Company	Wanda M Sizemore	wsizemore@homesteaderslife.com	(515) 321-1626	2-APPC001168	The Preneed Insurance Niche	6.00	10/10/2018
International Cemetery, Cremation and Funeral Asso	Daniel Osorio	danielo@icfca.com	(703) 391-8400	6-APPC001139	2018 Fall management Conference	9.00	9/28/2018
Matthews International	Mary Andres Russell	mrussell@matw.com	(812) 926-5684	4-APPC001134	Building Teamwork	3.00	8/24/2018
Minnick Services	Lynn Sroufe	lynn@minnickservices.com	(260) 432-5031	6-APPC001131	Effective Funeral Merchandising	4.00	10/2/2018
Minnick Services	Lynn Sroufe	lynn@minnickservices.com	(260) 432-5031	6-APPC001132	Effective Funeral Merchandising	4.00	10/3/2018
MKJ Marketing	Erica Heuer	eheuer@mkjmarketing.com	(727) 524-8100	6-APPC001120	Preferred Funeral Directors International Fall 2018 Convention	12.00	9/9/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001121	Funerals Build Resilient Kids	1.00	11/17/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001129	Cemetery Customs from Around the World	1.50	10/16/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001122	Professional Presence: Body Language	1.50	11/17/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001127	Branding and Beyond	1.00	10/14/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001128	Youth and Funerals Panel	1.50	10/15/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001125	Digital marketing Done Right	1.50	11/18/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001126	Embracing Diversity:	1.00	11/18/2018
National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001124	Techniques for Edema and Long Bone Donation	1.50	11/18/2018

National Funeral Directors Association 2017-2018	Jackie Ellis	jellis@nfda.org	(262) 814-1568	6-APPC001123	RSVP: I'll See You at My Living Funeral	2.50	11/17/2018
Ohio Embalmers Association	David G. Hicks	dhicks@ccms.edu	(513) 384-7846	5-APPC001146	OEA Fall Seminar 2018	6.00	9/19/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	2-APPC001162	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	11/15/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	2-APPC001163	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	10/30/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	4-APPC001161	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	11/7/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	2-APPC001160	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	10/2/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	3-APPC001159	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	9/25/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	3-APPC001174	Ohio Cremation Law PM Session	6.00	12/5/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	1-APPC001158	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	9/20/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	3-APPC001173	Master's Training	6.00	10/23/2018
Ohio Funeral Directors Association 2017-2018	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	4-APPC001156	Understanding Funeral Service in Ohio...Are You Fully Aware?	2.00	9/12/2018

*August 2018 Continuing Education Exemptions*

**August  
50 Years of Licensure Exemption(s)  
Not Valid before / 2017 - 2018**

<b>License #</b>	<b>Name</b>
FD.005587 / EMB.006487	POWERS, JEFF E

**2 Year Waiver(s), Medical / Undue Hardship  
Approved For 2017 – 2018 must re-apply in 2019**

<b>License #</b>	<b>Name</b>
FD.005887 / EMB.006777	CARPENTER, ROBERT

**August 2018**  
**Application from Individual Licensee**  
**Requesting Credit for Out of State Continuing Education:**

<b>License #</b>	<b>Name</b>	<b>Location</b>	<b>Hours</b>	<b>Program Title</b>
FD.009259, EMB.009272	SMITH, FRANK (ERIC)	TEXAS	6	Funeral Directors Life
FD.008242, EMB.008507	Feher, John T	Wisconsin	4	Wisconsin Funeral Directors Association

Meeting: August 22, 2018 – Regular Meeting  
Category: Compliance  
Subject: Ratification of Closed Compliance Cases

Recommended Action: Motion to ratify the list of closed compliance cases as presented and confirm each case status as closed.

*FUN IPP003 - Investigative Process*

The Executive Director, the Compliance Coordinator, and the Inspector may determine there is no probable cause identified in a written complaint; the Executive Director may close the case. A letter setting forth the reason for closure prior to presentation to the Board will be sent to the complainant and reported to the Board. Staff may consult with the Assistant Attorney General.

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**Case number 2018-4706**

Complainant alleges funeral home was unprofessional by not communicating with the family in a timely manner and delaying services. Complainant stated there was delay of the memorial service, filing of death certificate, cremation of the deceased, and delivery of cremated remains and death certificate.

The investigation concluded that the funeral home offered apology to the family, refunded portion of monies paid, and delivered goods and services as contracted. No violation was found. However, the investigation identified the funeral home was inefficient in providing services. The funeral home was issued a letter of instruction written by the executive director of the board.

**Case number CO2018-4820**

Complainant alleges funeral director was unprofessional by representing, soliciting, and offering their funeral home's services to persons while serving as an assistant with their County Coroner's Office.

The investigation concluded that there was lack of evidence in support of the allegations. No violation was found.

**Case number 2018-4875**

Complainant alleges the funeral home released cremated remains to someone other than the next of kin.

The investigation concluded that the funeral home performed due diligence to determine the next of kin. Furthermore, the funeral home abided a court order issued by the County Probate Court from which the deceased resided. The Probate Judge accepted and admitted the last will and testament of the deceased identifying who would be in charge of their disposition. No violation was found.

**Case number 2018-6262**

Complainant alleges funeral director engaged in unprofessional conduct.

The investigation concluded that the alleged conduct did not occur while engaging in the practice of funeral directing, embalming, or cremation. Rather, the conduct occurred outside of any scope of practice in which the Board has no regulatory authority. No violation was found.

**Case number 2018-6267**

Complainant alleges funeral director failed to condemn the behavior of a person during visitation hours in the funeral home. The complainant alleges the person brandished a weapon at family members in the presence of the funeral director.

The investigation concluded that the Board has no regulatory authority over a funeral home's policies or procedures concerning permitted and prohibited items brought to the premises by its visitors. No violation was found.