

Minutes of the December 19, 2018
Regular Meeting of the Board of Embalmers and Funeral Directors

Wednesday, December 19, 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 10:35 am. The roll was called 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. Rettig 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 Samuel Barnhouse, Julie Behm, Katherine Braunlin-Stites, Christian Cronauer, Victoria Devore, and Kandice Saulsberry.

Mr. Rettig also welcomed and introduced the following others in attendance: Jack Lechner and Beth Williams of Cincinnati College of Mortuary Science; Melissa Sullivan of Ohio Funeral Directors Association; John Christian of Cassady-Turkle-Christian Funeral Home & Crematory of Alliance, Ohio; Ellen Rettig of Warrick-Kummer-Rettig Funeral Home of Columbiana, Ohio; and Trevor Behm of Behm Family Funeral Home of Madison, Ohio.

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

2. Board Business

Treasurer's Update

David Ingram asked Secretary-Treasurer William Wappner if he had opportunity to review the board's expenditures and if he had any questions or concerns. Mr. Wappner replied that he reviewed the report and had no questions.

Jon Rettig welcomed Cathy Elkins of Funeral Consumers Alliance of Central Ohio to the meeting.

Crematory Review Board Update

David Ingram shared that the Crematory Review Board convened Thursday, December 6, 2018 at 2:00 p.m. Mr. Ingram announced that board members designated Jon Rettig to serve as chairperson. He added that the board members designated Angela Berwald of National Mortuary Services of Cleveland, Ohio, by a majority vote, to serve on the board as the one person who holds a crematory operator permit, who is experienced in the operation of a crematory facility, and who is not affiliated with a cemetery or a funeral home. Mr. Ingram informed the next crematory review board meeting is tentatively scheduled for December 19, 2019.

Renewal and Crematory Operator Permit Update

Mr. Ingram announced, that as of today, forty one percent of all licenses issued by this board still need to be renewed by December 31, 2018. He reminded all that the Board has communicated for months about renewal through mailings, emails, the board's website,

and through industry related periodicals.

Mr. Ingram reminded all that rules enacted in May 2018 concerning the crematory operator permit will become effective January 1, 2019. He stated that the Board issued its first notice regarding this permit to all licensees by email on June 7, 2018. This notice was also distributed to Ohio Cemetery Dispute Resolution Commission, Ohio Funeral Directors Association, Ohio Embalmers Association, Buckeye State Funeral Directors & Embalmers Association, and Cincinnati College of Mortuary Science for purposes of circulating information about the new permit. Further details on the crematory operator permit was also posted to the board's website.

Mr. Ingram reminded all that a purple-colored form was mailed to all licensed crematory facilities in the state in August 2018. This form reminded facilities of the requirement for a crematory operator actually in charge and ultimately responsible for the crematory facility to apply for and obtain a crematory operator permit. The form also included a request for each crematory facility to identify an individual who will serve as the crematory operator actually in charge and ultimately responsible for the crematory and to list potential crematory operators anticipated to be licensed at the facility. He added that majority of those forms were returned.

Mr. Ingram reminded all that he and other members of the board have been attending and speaking at meetings across the state between September and December 2018 about the crematory operator permit.

Mr. Ingram stated that the board office has received approximately 196 applications for the crematory operator permit so far, but 60 crematory facilities are in jeopardy of being out of compliance on January 1, 2019 because an application has not been submitted. He added that if a licensed crematory facility does not have a crematory operator permit issued to its crematory operator actually in charge and ultimately responsible for the crematory by the effective date, that crematory facility is not permitted to perform cremation.

Mr. Ingram reminded all that the Board provided crematory facilities the opportunity to identify a crematory operator actually in charge and ultimately responsible for the crematory facility without the application process and \$350 fee for a change of an actually in charge of a crematory facility. He stated that after January 1, 2019, the application process and fee will apply.

Multiple Apprentice Request

David Ingram stated that a request to appear before the board was submitted by John Christian of Cassaday-Turkle-Christian Funeral Home and Crematory of Alliance, Ohio. Mr. Christian is seeking permission from the Board to serve as a master trainer of more

than one apprenticeship at a time. Mr. Ingram invited Mr. Christian to speak.

John Christian thanked Mr. Ingram and the Board for the opportunity to appear. Mr. Christian stated that he is currently serving as master trainer for his son, Adam, during a funeral directing only apprenticeship. He stated that his funeral home averages about 240 calls annually and is asking to add another apprentice, Brandon Abrams, who will be serving an embalming and funeral directing apprenticeship.

Edward Nurre questioned Mr. Christian how far along his son was in his apprenticeship. Mr. Christian responded that his son is approximately at eight months in now.

William Wappner questioned Mr. Christian if he had the time for two apprentices. Mr. Christian replied affirmatively that he did.

Edward Nurre made a motion for the Board to grant approval of the request from John Christian to serve as master trainer for two apprentices at the same time.

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

Consideration of the November 28, 2018 Board Meeting Minutes

Thomas Taneff made a motion for the Board to approve the November 28, 2018 Board Meeting Minutes as presented.

Adriana Sfalcin alerted that she discovered an error within the minutes. Ms. Sfalcin commented that on page 10, within the agenda item named Executive Session, it was noted... "all board members were present" [after returning from session.] Ms. Sfalcin stated that Marcella Boyd Cox was absent that day. She suggested the minutes be amended. There was discussion among the Board.

Mr. Taneff made a motion to amend his first motion. His new motion is for the Board to approve the November 28, 2018 Board Meeting Minutes with recommended corrections.

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

Licensure

Applications (Individuals) Recommended for Licensure

Jon Rettig informed that all individual licenses approved at today's meeting will be conditional upon verification from board office staff that all documentation associated to an application for license has been received, reviewed, and accepted.

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

Jill Pugh made a motion for the Board to approve the applications from individuals for embalmer and/or funeral director 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

Apprentice (Individuals) Registration and Certification

Mr. Rettig read aloud the list of names of individuals recommended for apprenticeship registrations and certifications.

Edward Nurre made a motion for the Board to approve the applications from individuals for registration and/or certification of embalmer and/or funeral director apprenticeship as presented.

Motion by Edward Nurre, second by Jill Pugh

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

Ratification of Facility Licenses

Jon Rettig informed that all facility licenses approved at today's meeting will be conditional upon verification from board office staff that all documentation associated to an application for license has been received, reviewed, and accepted.

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 the applications and name changes for a funeral home, embalming, or crematory facility 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

David Ingram requested permission from the Board to allow the executive director of the board conditionally approve crematory operator permit applications. Mr. Ingram shared his expectation that this process of approval will be most efficient in issuing the licenses, bypassing the frequency of a monthly board meeting.

Edward Nurre made a motion for the Board to grant approval of the request from Mr. Ingram to permit the executive director of the board to conditionally approve crematory operator permit applications.

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

Continuing Education

David Ingram reminded all that new rules regarding continuing education requirements will be effective January 2019. Mr. Ingram stated that the board office is in the process of notifying continuing education program providers about changes to course content, design, and delivery of instruction. He opined that program providers will most likely be surprised to learn that self-study booklets will no longer be approved.

Continuing Education Programs

Mr. Ingram informed that there were no applications for continuing education programs to be considered during this meeting.

Continuing Education Exemptions

Jon Rettig read aloud the names of the applicants 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.

Thomas Taneff made a motion for the Board to approve the applications for exemption for fifty years of licensure as presented.

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 informed that there were no applications for exemptions or waivers from the continuing education requirements to be considered during this meeting.

Out of State Continuing Education Programs

David Ingram informed that there were no applications requesting credit for out-of-state continuing education hours to be considered during this meeting.

Compliance

Closed Compliance

David Ingram informed that there were no compliance cases recommended for closure to be considered during this meeting.

Ratification of Settlements

Jill Pugh made a motion for the Board to approve the ratification of settlement agreement #1 as presented.

Motion by Jill Pugh, second by William Wappner

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

David Ingram informed that there were no compliance cases recommended for charge to be considered during this meeting.

Attorney General Case Update

Jon Rettig instructed board members to contact Christie Limbert directly if they have a question or concern about her report.

Crematory and Crematory Operator Permit Disciplinary Action

David Ingram informed that an applicant for a crematory operator permit, who is a crematory operator actually in charge and ultimately responsible for the crematory facility, was discovered to have been involved in trafficking of marijuana and not cooperating with police in their investigation, according to their background check results. Mr. Ingram stated that the applicant holds a license issued under Chapter 4717 and recommended the Board have discussion on the matter.

Jon Rettig made a motion for the Board to charge the licensee with unprofessional conduct.

Motion by Jon Rettig, second by William Wappner

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

Final Resolution: Motion Carries 7/0

Jon Rettig made a motion for the Board to enter into executive session pursuant to R.C. 121.22 (G) (1) to consider the investigation of charges against a licensee.

Motion by Jon Rettig, second by Thomas Taneff

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

Final Resolution: Motion Carries 7/0

Mr. Rettig invited Christie Limbert, Assistant Attorney General, and David Ingram, Executive Director of the Board, to join the Board in executive session.

The Board entered executive session at 11:12 a.m.

The Board reconvened to its regular meeting at 11:31 a.m.

Mr. Rettig stated for the record, board members who attended the session have returned.

William Wappner made a motion for the Board to rescind its charge of unprofessional conduct made prior to the immediate executive session.

Motion by William Wappner, second by Jill Pugh

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

Final Resolution: Motion Carries 7/0

David Ingram stated the Crematory Review Board convened December 6, 2018. Mr.

Ingram remarked that the board made recommendations for discipline concerning prohibited conduct at crematory facilities. He asked the Board if they are accepting of the recommendations or need to discuss further.

Jon Rettig asked Mr. Ingram to confirm his understanding that a crematory would be in violation of Chapter 4717 if it operated without a crematory operator permit. Mr. Ingram explained that Ohio Revised Code 4717.06 (D) the Board shall issue a license to operate a crematory facility only to a crematory operator who is actually in charge and ultimately responsible for the crematory facility. Meaning, the Board will not issue a crematory facility license and a crematory facility cannot operate unless the crematory operator actually in charge (AIC) of the crematory facility also holds a crematory operator permit. He added that any person – in addition to the AIC – performing duties of cremation at a crematory facility is required to have a crematory operator permit beginning January 1, 2019.

William Wappner asked Mr. Ingram, if an AIC applied for the crematory operator permit, but the board office has not received all their paperwork by January 1st, is the crematory facility out of compliance? Mr. Ingram responded, yes. Mr. Ingram emphasized that if the crematory operator actually in charge and ultimately responsible for the crematory facility has not been issued a crematory operator permit on or before January 1, 2019, that crematory facility is non-compliant, according to Chapter 4717.

Mr. Wappner questioned Melissa Sullivan (in attendance of the meeting) about attendance to the Ohio Funeral Directors Association Crematory Operator Certification Program held yesterday. Ms. Sullivan stated that the program was well-attended, and participants still need to test on the material.

Mr. Ingram cited the recommendations from the crematory review board on disciplinary action. There was discussion among the Board about the recommendations. There was consensus among the Board on the following disciplinary action regarding crematory facilities:

*Prohibited conduct- Engaging in cremation without a crematory operator actually in charge: First offense = minimum of \$500 fine with Stayed Suspension and 60 days to comply;

Second offense = minimum of \$1,000 fine with Stayed Suspension and 60 days to comply;

*Prohibited conduct- Engaging in cremation without crematory operator permit:

First offense = minimum of \$500 fine and 60 days to comply;

Second offense = minimum of \$1,000 fine and 60 days to comply.

Jack Lechner and Beth Williams (in attendance of the meeting) shared their support for

staying any charges and allowing those who have already started the application process to come into compliance. Mr. Lechner commented it should be noted that – although a person is not likely to be licensed in time – effort is being made.

There was discussion on the timeframe between when background checks are completed and when the board office can expect to receive results. It was remarked that some processing facilities state results are typically sent in 7 to 10 business days.

Edward Nurre shared his support for leniency up to a firm date to be compliant. There was discussion among the Board on a date. There was consensus among the Board of a March 1, 2019 deadline.

Mr. Rettig opined that consumers may be affected by a non-compliant crematory facility.

Mr. Ingram reminded that he, and others, have been making appearances across the state of Ohio for months talking about the new crematory operator permit. He added that he was told on occasion that his speaking went too long, and attendees tuned out.

Jill Pugh made a motion for the Board to approve the recommendations from the crematory review board. Prior to a vote on the motion, Ms. Pugh clarified that if application for a crematory operator permit by a crematory operator actually in charge and ultimately responsible for a crematory facility is incomplete (i.e.; missing submissions, including background check results) and a permit is not issued on or before January 1, 2019, a notice of non-compliance shall be issued to the crematory facility with instruction to become compliant on or before March 1, 2019. Alternatively, if a crematory operator actually in charge and ultimately responsible for a crematory facility fails to be issued a crematory operator permit on or before March 1, 2019, the crematory facility will face disciplinary action.

Motion by Jill Pugh, second by Edward Nurre

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

Abstain: Marcella Boyd Cox

Final Resolution: Motion Carries 6/1

Preneed Recovery Fund Disciplinary Action

David Ingram reminded all of his request at the November 28, 2018 meeting to think about disciplinary action concerning the Automated Reporting Preneed and Payment System (ARPPS). Mr. Ingram distributed a document titled *Disciplinary Action Matrix* to board members. This document included a schedule for filing late and for failure to file with ARPPS. Mr. Ingram cited the recommendations from the schedule. There was discussion among the Board about the document. There was consensus among the Board

on the following disciplinary action in regards to filing to ARPPS:

*Unprofessional conduct- Submission of a late quarterly report (Filing late) to ARPPS:
First offense = minimum of \$500 fine;
Second offense = minimum of \$1,000 fine;

*Unprofessional conduct- Failure to report any preneed funeral contracts sold during a quarter (Failure to file) to ARPPS:
First offense = minimum of \$1,000 fine;
Second offense = minimum of \$5,000 fine.

William Wappner asked Mr. Ingram what date he anticipated enforcement to begin. Mr. Ingram replied, after the closing date [March 1, 2019] of fourth quarter 2018 reporting.

Melissa Sullivan (in attendance of the meeting) questioned Mr. Ingram if access to ARPPS would still be available to those who may have failed to report in a past quarter. Mr. Ingram replied, yes.

Jon Rettig made a motion for the Board to begin enforcement of the Automated Reporting Preneed and Payment System (ARPPS) after the closing date [March 1, 2019] of fourth quarter 2018 reporting.

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

Jon Rettig made a motion for the Board to approve the disciplinary action schedule detailing first and second offenses for filing to the Automated Reporting Preneed and Payment System (ARPPS) as agreed by the Board.

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

Jon Rettig announced that the Board would soon enter executive session. He stated to all in attendance of the meeting that they were free to leave at this time as the board will adjourn the meeting shortly after reconvening from the session. He thanked all for attending and reminded the apprentices that interviews will begin at 1 p.m.

Executive Session

Jon Rettig made a motion for the Board to enter executive session pursuant to R.C. 121.22(G)(3) for a conference with the Board's attorney concerning disputes involving the Board that are subject of pending court action.

Motion by Jon Rettig, second by Thomas Taneff

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

Final Resolution: Motion Carries 7/0

Mr. Rettig invited David Ingram, Executive Director of the Board, and Christie Limbert, Assistant Attorney General, to join the Board in executive session.

The Board entered executive session at 12:14 p.m.

The Board reconvened to its regular meeting at 12:21 p.m.

Mr. Rettig stated for the record, board members who attended the session have returned.

Jon Rettig made a motion for the Board to enter executive session pursuant to R.C. 121.22(G)(1) to consider the employment of a public employee.

Motion by Jon Rettig, second by Jill Pugh

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

Final Resolution: Motion Carries 7/0

Mr. Rettig invited David Ingram, Executive Director of the Board, and Christie Limbert, Assistant Attorney General, to join the Board in executive session.

The Board entered executive session at 12:22 p.m.

The Board reconvened to its regular meeting at 12:28 p.m.

Mr. Rettig stated for the record, board members who attended the session have returned.

3. Adjournment

Prior to a motion to adjourn the meeting, Jon Rettig thanked all for their attendance today and wished all a merry Christmas and a happy New Year.

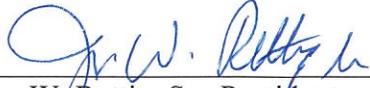
Jill Pugh made a motion for the Board to adjourn its meeting.

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

December 19, 2018 Meeting of the Board adjourned at 12:29 p.m.



Jon W. Rettig, Sr., President



William C. Wappner, Secretary-Treasurer

Attachments

December 19, 2018 Board Meeting

Initial licenses to be approved

Name	License Number
Lawson, Christopher	
Woodruff, Joshua	

December 19, 2018 – New Facility License

New License: Ownership Change

License Type	Name	New License #	Location
	Matheney Funeral Home LLC		Chesterhill
	Matheney Funeral Home LLC		Mcconnelsville
	Botkin Hornback Funeral Home LLC		Waverly
	Botkin Hornback Funeral Home LLC		Otway

License Name Change

License Type	Old Name	New Name	License #	Location
Funeral Home	WILLIAMS-DUCRO FH	Childs-Williams-Ducro Funeral Home	FH.003355	Ashtabula
Funeral Home	RUSSELL-SLY FAMILY FH	Sly Family Funeral Home	FH.003388	MIDDLEFIELD
Funeral Home	Hope & Heart Schoedinger Funeral Home	Heart & Hope by Schoedinger	FH.000406	Columbus
Funeral Home	Hope & Heart Funeral Home by Schoedinger	Heart & Hope by Schoedinger	FH.000407	Columbus

Conditional Approval Pending Final Inspection - New Facility

License Type	Name	Location
Crematory	Jefferson Cremation Service, Inc.	Toronto

Registration/Certification - December 2018

Individuals issued Registration in November & December 2018

License Type	Name
Funeral Director Registration	Ulery, Pam
Funeral Director Registration	Vernon, Colin
EMB / FD Registration	Elencovf, Anastasia
EMB / FD Registration	Abrams, Brandon
Funeral Director Registration	Mischenko, Margaret
Funeral Director Registration	
EMB / FD Registration	
EMB / FD Registration	

Individuals issued Certification in November & December 2018

License Type	Name
Funeral Director Apprentice	Ulery, Pam
EMB / FD Apprentice	Mencke, Elizabeth
Funeral Director Apprentice	Murphy, Dennis
EMB / FD Apprentice	Nester, Elizabeth
Funeral Director Apprentice	
EMB / FD Apprentice	
EMB / FD Registration	Rumberg, Robert
Funeral Director Apprentice	
EMB / FD Apprentice	

EMB / FD Apprentice

Vernon, Colin

December 19, 2018 Continuing Education Exemptions

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

License #	Name
FD.005607	DELIBERATO, MARILYN
FD.005749 / EMB.006619	HALLER, BENNEY
FD.004987 / EMB.005975	JAGERS, JOE
FD.005684 / EMB.006596	WHEAT, WAYNE

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

License #	Name