



**Mike DeWine**  
Governor of Ohio

**Cheryl Grossman**  
Executive Director

**William C. Wappner**  
CFSP, CCO  
President

**Thomas Taneff**  
Board Vice President

**Ed C. Nurre**  
Board Secretary Treasurer

**Jon W. Rettig Sr.**  
Board Member

**Adriana Sfalcin**  
Board Member

**George Horne**  
Board Member

## **Minutes of the April 15, 2020**

### **The State of Ohio Board of Embalmers and Funeral Directors Board Meeting**

**Wednesday, April 15, 2020**

**10:30 a.m.**

Pursuant to Section 4717.03 (A) of the Ohio Revised Code, the State of Ohio Board of Embalmers and Funeral Directors convened its regular meeting of the board to discuss the Board's business. To maintain compliance with the current Stay at Home Order issued by Ohio Department of Health Director Dr. Amy Acton, MD, MPH, as a result of the Novel Coronavirus Disease (COVID-19) pandemic, the meeting was conducted by means of a teleconference call.

In March 2020, the Ohio General Assembly and Governor Mike DeWine, through Substitute House Bill 197, enacted a provision to the Open Meetings Act that permits members of public bodies to hold and attend meetings by means of electronic technology during the period of the COVID-19 emergency.

#### 1. Convening of the Board – President Wappner

##### Calling of the Roll

Board President William C. Wappner called the meeting to order at 10:36 a.m. Executive Director of the Board Cheryl Grossman took roll call for the meeting. The following board members were in attendance of the meeting:

George Horne, II; Jon W. Rettig, Sr.; Adriana Sfalcin; Thomas Taneff;  
and officers: William C. Wappner, president; Edward C. Nurre, Jr., secretary-treasurer.

Mr. Wappner stated that a quorum of the Board was present.

##### Pledge of Allegiance

William Wappner invited all to join him in citing the 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."

Upon conclusion of the Pledge of Allegiance, Jarrod Williams, board office staff member, took roll call of persons in attendance of the meeting (via teleconference call). Mr. Williams first began with apprentices who were completing a requirement to attend one state monthly board meeting during their apprenticeship. In attendance were (in alphabetical order): Joseph Carrier, Eric Casey, Taylor Cassini, Alexander Core, William Garner III, Todd Hurley, Brian Huston, Yolanda Lucas, Grace Mabiala and Patrick Struble.

Next, attendance was taken of persons known to regularly attend board meetings. Those confirmed in attendance of the meeting were: Cathy Elkins of Funeral Consumers Alliance of Central Ohio; Jack E. Lechner, Jr. and Beth Williams of Cincinnati College of Mortuary Science; and Melissa Sullivan of Ohio Funeral Directors Association. In addition to regular attendees, the Board welcomed Dalene Paull and Lauren Thomas of The International Conference of Funeral Service Examining Boards of Fayetteville, Arkansas; and Poul Lemasters, Esq. of Lemasters Consulting of Cincinnati, Ohio.

Staff members of the Ohio Board of Embalmers and Funeral Directors in attendance included: Eric Anderson, Derek Bogner, (Contractor) Kim Bourk, Julie Clevenger, Danny Finrock, Cheryl Grossman, Kimberly Grossman, Troy Seehase and Jarrod Williams. Board counselor Senior Assistant Attorney General Christie Limbert of the Office of Ohio Attorney General Dave Yost was also present.

Mr. Wappner welcomed and thanked everyone for joining the meeting today.

## 2. Board Business

### President's Report

President Wappner informed that Ohio Funeral Directors Association recently announced cancellation of its 140<sup>th</sup> Annual Convention and Exposition scheduled to be held at Columbus Hilton at Easton May 18-21, 2020. The cancellation is a result of the convention site cancelling all events through May 28, 2020 due to the COVID-19 pandemic.

Mr. Wappner reminded all that the May 18, 2020 meeting of the board was moved from Wednesday, May 20 to accommodate licensed board members' participation in the annual convention. Mr. Wappner requested opinion of his fellow board members to return to the original date to convene. There was consensus among the board members to move the May meeting back to the 20<sup>th</sup>. Mr. Wappner confirmed that the Ohio Board of Embalmers and Funeral Directors will convene its next regular meeting on Wednesday, May 20, 2020 at 10:30 a.m.

Mr. Wappner announced the recent passing of Leon J. Groff of Sandusky, Ohio. Mr. Groff was a second-generation funeral director and embalmer and owner/operator of Groff Funeral Homes & Crematory with locations in Sandusky, Milan and Huron, Ohio. Mr. Wappner shared that Mr. Groff was a former board member, secretary-treasurer, and president during his years of service to the Ohio Board of Embalmers and Funeral Directors in the early nineteen nineties. He expressed his condolences to the family of Mr. Groff. Mr. Wappner invited all to join him in a moment of silence in remembrance of Leon Groff.

### Executive Director's Report

This past month has been one of collaboration, flexibility, challenges and support from many.

I am extremely grateful for our staff and would like to recognize their incredible efforts.

Jarrod Williams has been phenomenal in addressing numerous emails, budgetary guidance and made numerous office visits to assure the continuity of many aspects of our operation. His partnership with me on responding to the administration has been our top priority. He has been participating daily on planning conference calls with members of the administration. As we move to our first virtual board meeting, he has provided the technical expertise to finalize the arrangements as well as prepare Board material in an entirely new situation.

Kim Bourk, with assistance from Kim Grossman, developed and completed an important survey requested by members of a state planning committee to more than 2,800 licensees. She helped develop the analysis of the survey with assistance from Kim Grossman and Derek Bogner. This information has been shared with several state agencies. She has revised and updated our website in its entirety. She has posted between 40 and 50 administrative updates to our website as well.

Kim Grossman partnered in creating the survey and analyzing the results. This was a very time-consuming project. She has processed numerous service requests, prepared applicant permits, completed background checks and collaborated with CCMS on improved practices for future adoption. Additionally, she has been responding to numerous emails and phone calls in consultation to provide guidance in our current status. She has made numerous visits to our physical office to complete many projects.

Derek Bogner was keenly involved in the analysis of the survey which was completed in conjunction with Kim Bourk and Kim Grossman. He is receiving all office mail twice weekly. He has logged in more than 200 pre-need reports, investigated further two pending preneed claims and provided customer and technical assistance via phone and email. Derek will also be assisting with our Indigent Burial Fund process.

Danny Finfrock has been providing E-Licensure support.

Our inspectors are providing technical guidance to the numerous state planning committees. Their willingness to share their expertise is very important as we collaborate with many groups concerning topics, they are not familiar with.

Christie Limbert has been phenomenal in her timely response to questions, phone calls and email responses. Her attention to detail has been extremely beneficial to our Board. For the first time in four years, the AGs office has no pending cases for settlement or hearing.

I have been collaborating with numerous state agencies, associations and industry groups. I would like to share my appreciation to the members of the Board who have been gracious in their availability to the many questions and concerns that are occurring during the COVID-19 Pandemic.

#### Treasurer's Update

Mr. Wappner reported the expenses and revenue numbers from the budget overview document within the meeting materials. Mr. Wappner asked Board Secretary-Treasurer Edward Nurre if he had opportunity to review the Board's expenditures and if he had any questions or concerns. Mr. Nurre replied that he read the report and stated that all appeared to be in order and had no questions.

#### Public Comment

William Wappner informed that a request was made by Dalene Paull, executive director at The International Conference of Funeral Service Examining Boards (The Conference) to provide comment during today's meeting. He introduced Ms. Paull and invited her to speak.

Ms. Paull thanked Mr. Wappner for the opportunity. She stated that she was before the Board today to provide an update about examinations.

Ms. Paull reminded all that in mid-March, The Conference was notified by Pearson VUE, its test vendor, that it was closing its U.S. testing centers as a result of the national COVID-19 pandemic. This led to cancellation of all scheduled exams through April 30, 2020.

Ms. Paull was pleased to announce that Pearson VUE recently designated The Conference's testing program as an essential service in providing critical support in the COVID-19 pandemic. And candidates will soon be permitted to take three available exams: National Board (NBE), State Board (SBE) and Laws & Rules (LR) after April 17, 2020 as Pearson VUE begins to open a limited number of its centers located in Ohio. Ms. Paull informed that candidates may contact The Conference by email to re-schedule their exam. However, she requested candidates to be patient as employees of The Conference are working remotely until further notice.

Kim Grossman asked Dalene Paull if she should continue to communicate with Allie Sparks via email about eligible candidates. Ms. Paull responded that she should.

Mr. Wappner asked aloud if there were anyone else who wished to comment at this time.

Melissa Sullivan, executive director at Ohio Funeral Directors Association thanked Cheryl Grossman for her advocacy for safety of funeral directors and embalmers in the state, especially when communicating with Governor DeWine's administration. Ms. Sullivan also congratulated Ms. Grossman for her continued coordination with other state agencies and OFDA to share and distribute up-to-date information.

Mr. Wappner asked Jack E. Lechner, Jr., president, and chief executive officer at Cincinnati College of Mortuary Science if he could provide an update on his institution. Mr. Lechner informed that students are currently participating in the curriculum through remote learning. He added that the campus is effectively closed except for very limited access to the library and the embalming lab. Mr. Lechner stated that all students on track to graduate will.

Mr. Lechner shared that students from CCMS were recently provided an opportunity to volunteer with the Ohio Department of Health in assisting with mortuary services during the COVID-19 emergency. Mr. Lechner stated that many have accepted the invitation and are ready to help as needed.

Mr. Lechner asked Mr. Wappner if the 90 days timeclock was still ticking down for apprentices to take exams prior to licensure since testing centers have been closed, and if the Board has considered extending the deadline. Mr. Wappner responded that Ms. Paull mentioned that test centers are re-opening in as soon as two days from today. He commented that the Board will investigate any extension in a case by case basis.

## Minutes

### Consideration of March 18, 2020 Board Meeting Minutes

Thomas Taneff moved for the Board to approve the March 18, 2020 Board Meeting Minutes as presented. Adriana Sfalcin seconded the motion. Board President Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

### Consideration of March 18, 2020 Preneed Recovery Fund Committee Meeting Minutes

Jon Rettig moved for the Board to approve the March 18, 2020 Preneed Recovery Fund Committee Meeting Minutes as presented. George Horne seconded the motion. Board President Wappner asked for discussion on the motion. There was no discussion.

Motion by Jon Rettig, second by George Horne

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

### Consideration of Board's Committees Decisions

William Wappner announced that the Preneed Recovery Fund Committee met earlier in the day. He reminded all that the committee was created to review applications for reimbursement from consumers who may have suffered from financial loss in connection with a sale of a preneed funeral contract by a licensee. Mr. Wappner requested Committee Chairperson George Horne to report on the recent meeting of the committee.

Mr. Horne reported that the committee, comprised of Edward Nurre, Thomas Taneff, and himself, met with Derek Bogner, the preneed recovery fund administrator and analyst to review two applications tabled from their previous meeting. There was discussion between Mr. Bogner and the committee about his additional investigation of each application. Mr. Horne concluded that the committee approved one application for reimbursement and denied approval of one application for reimbursement.

Mr. Horne stated that the committee approved the Preneed Recovery Fund Application Form in compliance case number CO2019-11689 and the issuance of a payment from the preneed recovery fund in the amount of \$2,449.60.

Mr. Horne stated that the committee denied approval the Preneed Recovery Fund Application Form in compliance case number CO2020-0290.

Mr. Horne stated the committee is recommending the Board do the same.

Thomas Taneff moved for the Board to ratify the Preneed Recovery Fund Committee's decision to approve the Preneed Recovery Fund Application Form in compliance case number CO2019-11689 and the issuance of a payment from the preneed recovery fund in the amount of \$2,449.60. Edward Nurre seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

Jon Rettig moved for the Board to ratify the Preneed Recovery Fund Committee's decision to deny approval of the Preneed Recovery Fund Application Form in compliance case number CO2020-0290. Thomas Taneff seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Jon Rettig, second by Thomas Taneff

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner  
Final Resolution: Motion Carries 6/0

### Criminal Conviction Determination Request

William Wappner reminded all that the Board considered a Criminal Conviction Determination Request Form during its March 18, 2020 regular meeting. Mr. Wappner explained that a determination was not made because the motion to approve that the individual's criminal conviction does not disqualify them from obtaining a license issued by the Board failed because the concurrence of at least four members is necessary for the board to take any action. He announced that the same request is before the Board again for consideration.

Mr. Wappner requested Christie Limbert, board counselor, to provide a brief summary of the individual's criminal history background that led to their conviction. Ms. Limbert responded by first reminding that Section 9.78 of the Ohio Revised Code permits an individual who has been convicted of a criminal offense to request a licensing authority to determine whether that conviction disqualifies the individual from obtaining a license conferred by that licensing authority. She summarized the case against the individual and concluded their conviction was associated to Hobbs Act Conspiracy. There was discussion between board members and board counsel about the criminal activity.

Edward Nurre asked if conditions could be placed on the individual, if approved. Mr. Nurre noted that the individual's conviction involved theft of money and was curious to learn if they may be restricted from handling money in the future. Ms. Limbert responded that the Board cannot place restrictions on a determination – the decision may only be if the conviction does or does not disqualify them. She stated that the Board may have the discretion to impose conditions on the individual's apprenticeship upon approving their application. There was further discussion among the Board and Ms. Limbert about conditions.

Jon Rettig stated that he was still uncomfortable that this conviction involved theft of money.

Jon Rettig moved for the Board to approve that the individual's criminal conviction does not disqualify them from obtaining a license issued by the Board. Thomas Taneff seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Jon Rettig, second by Thomas Taneff

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner  
Final Resolution: Motion Carries 6/0

### Licensure

#### Applications (Individuals) Recommended for License

William Wappner informed 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. Wappner read aloud the names of individuals recommended for an embalmer and/or funeral director license, reciprocal embalmer and funeral director licenses, and for a crematory operator permit.

Thomas Taneff moved for the Board to approve the applications from individuals for license(s) as presented. Adriana Sfalcin seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

#### Apprentice (Individuals) Certification for License

William Wappner read aloud the names of individuals recommended for certification of apprenticeship.

Thomas Taneff moved for the Board to approve the applications from individuals for certification of embalmer and/or funeral director apprenticeship(s), as presented. Edward Nurre seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

#### Ratification of Facility Licenses

William Wappner informed 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.

William Wappner announced that there were many applications for facility licenses to be approved: one ownership and AIC change, one change of funeral director actually in charge, three facility closures, three new facilities, one name change, and one leasing space. He read aloud the names of those listed.

Jon Rettig stated for the record that the Conley & Vanden Berg Funeral Home identified in the Facility Closures-Out of Business category is in the city of Youngstown – not in Warren as indicated. He asked that a correction be made.

Mr. Rettig asked Mr. Wappner if the Board was to vote on each category individually. Mr. Wappner stated that all the applications presented for consideration shall be combined to one motion and vote.

Kim Grossman asked if the Board was going to consider the new facilities separately. Mr. Wappner replied that he would like all applications to be kept in one motion and vote.

Thomas Taneff moved for the Board to approve the list of applications as presented. Adriana Sfalcin seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

#### Continuing Education

### Continuing Education Programs

William Wappner stated that the board's Education and Examination Committee did not meet earlier in the day. Mr. Wappner asked board members if they had an opportunity to review the list of applications for continuing education programs. There was consensus among the board members that all had reviewed the list.

Thomas Taneff moved for the Board to approve the applications for continuing education programs as presented. Edward Nurre seconded the motion. Mr. Wappner asked for discussion on the motion.

Mr. Wappner asked Danny Finrock, continuing education coordinator, if the continuing education program application from Cuyahoga County Medical Examiner's Office requesting 13 continuing education hours offered a breakdown of the course in segments. Mr. Wappner added that it was unusual that the course does not have segments with certificates of completion for each.

Jon Rettig stated that the program appears to be a three-day event. He asked aloud if the program must be attended all three days to receive a certificate of completion, or could certificates be earned separately. Mr. Finrock responded that he understood the application to require attendance all three days to earn one certificate for a total of thirteen hours.

Mr. Wappner asked for further discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Edward Nurre

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

### Compliance

#### Discussion of comments and/or questions received by board office staff

William Wappner stated that he wanted to learn from the board staff – particularly the inspectors – what concerns or questions they have received during the COVID-19 emergency. He asked for the inspectors to speak individually.

Eric Anderson stated that he has been contacted often by licensees with questions about continuing education. He added that many are concerned that they cannot obtain their required in-person hours. Mr. Wappner asked Cheryl Grossman, executive director, if the Board's request to the governor's administration regarding continuing education was approved. Executive Director Grossman responded that the request has not yet been approved.

Ms. Grossman informed that the board's inspectors recently participated in a conference call with members of the Ohio Department of Health and the Ohio Emergency Management Agency concerning the State of Ohio COVID-19 Mass Fatality Management Response Plan. She asked Mr. Anderson to provide a summary of their conversation.

Mr. Anderson informed that the inspectors were asked to provide input – as subject matter experts – to the strategic planning and response to the plan. He stated that they had good a conversation and exchanged ideas.

Mr. Wappner asked Troy Seehase if he would like to comment. Inspector Seehase shared that he recently conducted his first virtual inspection. He informed that just before travel restrictions were imposed due to the COVID-19 pandemic, he inspected a new facility in the Cincinnati area. During that inspection, Mr. Seehase

identified a few items that needed attention before he could offer approval and requested the applicant to schedule a follow up inspection when those items were corrected. Upon fixing the identified items, the applicant contacted Mr. Seehase to schedule another visit. The inspector informed the applicant that he was unable to physically visit the facility with travel restrictions in place; however, Mr. Seehase and the applicant agreed to perform a virtual inspection of the identified items together to affirm they had been corrected since the physical inspection occurred only a short time ago. Mr. Seehase concluded the virtual inspection worked as expected.

Mr. Wappner asked Julie Clevenger if she would like to comment. Inspector Clevenger informed that she has received telephone calls and emails from licensees and funeral homes regarding guidance about safety and procedure surrounding COVID-19. Ms. Clevenger stated that she directs persons to the board's website for the latest information concerning recommendations and guidance from health officials and the CDC (Centers for Disease Control and Prevention).

Mr. Wappner agreed that there are many references on safety and procedure surrounding COVID-19 available on the board's website at [www.funeral.ohio.gov](http://www.funeral.ohio.gov)

Mr. Wappner asked Derek Bogner if he would like to comment. Mr. Bogner stated that he has received questions about the annual preneed report and the Automated Reporting Preneed and Payment System (ARPPS).

#### Ratification of Settlements

William Wappner stated that there was one settlement agreement before the Board for consideration. He requested the Board's attorney, Christie Limbert, to comment on the settlement.

Ms. Limbert informed the board members that the settlement involved a funeral director who was charged with a violation of failing to file a preneed funeral contract annual report last year. She added, this charge was a second or subsequent offense for this licensee that imposed a minimum fine of seven thousand five hundred dollars. Ms. Limbert added that an adjudicatory hearing occurred in the matter and an amicable agreement resulted from it.

Thomas Taneff moved for the Board to approve the settlement agreement in compliance case number CO2019-6075apr as presented. Adriana Sfalcin seconded the motion. Mr. Wappner asked for discussion on the motion. There was no discussion.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

#### *Post-meeting unredacted information concerning ratified settlement agreements:*

- A Settlement Agreement between the State of Ohio Board of Embalmers and Funeral Directors and Prince Funeral Home, license No. FH.003234, and Johnita C. Prince, license No. FD.008965, of Maple Heights, Ohio concerning compliance case No. CO2019-6075apr.

#### Attorney General Update

William Wappner asked Christie Limbert if she would like to make any comments about her report.

Ms. Limbert stated that the case involving the Mechem Financial Master Trust has ended. The judge presiding over the matter concluded that Huntington Bank may dissolve the trust and distribute funds from it as agreed. Ms. Limbert reminded that the agreement included the board's Preneed Recovery Fund to received approximately fifteen thousand dollars.

Ms. Limbert thanked board members and the board office staff for helping her achieve a nearly zero amount of administrative cases on her monthly report.

Ms. Limbert requested of the board members to contact her directly, if they ever have a question or concern about her report.

Prior to adjournment, Mr. Wappner asked if there was any further business or comments before the Board. Cathy Elkins of Funeral Consumers Alliance of Central Ohio questioned if there was an update on the Indigent Burial and Cremation Support Program. Cheryl Grossman responded that she expects to have a report about the program at the next regular meeting of the board.

Poul Lemasters of Lemasters Consulting wished to comment on the current requirements for information and statements to be included on a cremation authorization form. Mr. Lemasters indicated, in response to limiting the spread of COVID-19 disease, many providers are seeking electronic signatures for all paperwork. He added that the current statute does not address this option.

Mr. Lemasters cited Ohio Revised Code Section 4717.24 (A)(17) as saying, "The signature of the authorizing agent and the signature of at least one witness who observed the authorizing agent execute the cremation authorization form." He commented that witnessing is not defined in the statute. However, it is common practice for the funeral director to observe the authorizing agent signing the cremation authorization form and attest to it. This, of course, means the two are physically present during application of signatures. Mr. Lemasters believes it is necessary to have a method for a funeral director to satisfy the witnessing requirement by means other than a physical presence.

Mr. Lemasters mentioned that he helped draft language at the end of March to be included in emergency rule amendments to get ahead of this. He asked if it passed. Cheryl Grossman responded that it was not currently included in legislation right now. Mr. Lemasters stated he drafted it immediately to meet the legislator's time requirement. Ms. Grossman responded that it was not included in the legislation.

Jarrold Williams took a second roll call of apprentices in attendance of the meeting to ensure credit. Confirming their attendance were: Joseph Carrier, Eric Casey, Taylor Cassini, Alexander Core, William Garner III, Todd Hurley, Brian Huston, Yolanda Lucas, Grace Mabilia and Patrick Struble.

Mr. Wappner announced that apprentice interviews will be conducted by board members via telephone later. He added that apprentices will be contacted by Kim Grossman of the board office to schedule a date and time.

Jon Rettig commented that Ohio Governor Mike DeWine declared funeral homes as essential businesses during this time of crisis. Mr. Rettig opined that facility inspections need to continue. He asked the inspectors for their opinions. Eric Anderson responded that his main concern is his lack of PPE (personal protective equipment). Mr. Anderson stated that he was not opposed to visiting a new facility if he had PPE, and he could schedule a time with the funeral home to insure the practice of social distancing. Mr. Rettig agreed with Mr. Anderson's response.

Mr. Rettig requested Executive Director Grossman to work with the inspectors to find ways for new facilities to be inspected.

Edward Nurre questioned aloud if applicants can still obtain background checks. Kim Grossman responded that most businesses providing fingerprinting services are open with limited hours and restrictions.

Mr. Wappner asked Jack Lechner of CCMS if his institution can still send student transcripts. Mr. Lechner responded that the school's administrative offices continue to be staffed and will likely distribute student transcripts after April 18<sup>th</sup>.

3. Adjournment

Thomas Taneff moved for the Board to adjourn its meeting.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

April 15, 2020 meeting of the board adjourned at 11:57 a.m.

Board President William Wappner thanked everyone for attending the meeting.



William C. Wappner, president

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Edward C. Nurre, Jr., secretary-treasurer

Attachments

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3. Adjournment

Thomas Taneff moved for the Board to adjourn its meeting.

Motion by Thomas Taneff, second by Adriana Sfalcin

Roll-call vote: Yes: George Horne, Edward Nurre, Jon Rettig, Adriana Sfalcin, Thomas Taneff, William Wappner

Final Resolution: Motion Carries 6/0

April 15, 2020 meeting of the board adjourned at 11:57 a.m.

Board President William Wappner thanked everyone for attending the meeting.

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William C. Wappner, president



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Edward C. Nurre, Jr., secretary-treasurer

Attachments

# April 15<sup>th</sup> 2020 Board Meeting

## Initial licenses to be approved

License Number	Name	Location
FD	Colin Vernon	Mechanicsburg, OH
FD & EMB	Vincent Mannino	Huron, OH
FD	Derrick Myers	Fairfield, OH
FD & EMB	Megan Ricketts	Bucyrus, OH
FD & EMB	Brandon Moffatt	Lisbon, OH

## Reciprocal License

License Number	Name	State Reciprocating From
FD & EMB	Alecia Hellkamp	Kentucky

## Crematory Operator Permits

License Number	Name	Location
CROP	Tyler Copen	Canton, Ohio
CROP	Robert Cisco	Celina, Ohio
CROP	Christine Broberg	Cortland, Ohio

## Apprentice Certification - April 15, 2020

### Apprentice Certifications

<u>Apprentice Name</u>	<u>License Type</u>	<u>Location</u>
Stanley Walter	CERT.007131 EMB - CERT.009015 FD	Newark, OH
Robert Baker	CERT.007133 EMB - CERT.009017 FD	Cincinnati, OH
Brianna Willis	CERT.007134 EMB - CERT.009018 FD	Barnesville, OH

## April 15, 2020 – New Facility License

### New License: Ownership and AIC Changes

License Type	License to be changed and #	Old AIC	New name and new license #	New AIC	Location
FH	FH.001983	Gary Liles	Gump-Holt Funeral Home FH.00003693	Theresa Correa	Cincinnati, OH

### New License - Actually-in-Charge Change

Type	Name of Facility	License #	Old AIC	New AIC	Location
FH	Dale-Riggs Funeral Home	FH.003694	Shirley Riggs – Evelyn Davis	Kandice Saulsberry	Toledo, OH
FH					

### Change in Ownership **ONLY**

Type	Name of Facility	Old License #	New License #	Old AIC	New AIC	Location

### Facility Closure – Out of business

Type	Name	License #	Owner-AIC	Location
FH	Gump-Holt Funeral Home	FH.001983	Gary Liles	Cheviot, OH
FH	Conley & Vanden Berg Funeral Home	FH.003559	Troy Vanden Berg	Youngstown, OH
FH	Armstrong Funeral Home	FH.003175	Richard Armstrong	Seville, OH

**New License: New Facility**

Type	Name	License #	AIC	Location
FH	The Arlington Memorial Gardens FH		Byron Adkins	Cincinnati, OH
CREM	The Arlington Memorial Gardens FH		Byron Adkins	Cincinnati, OH
FH	Abubakar Asiddiq Islamic Center		Mohammed Hussain	Columbus, OH

**Name Change**

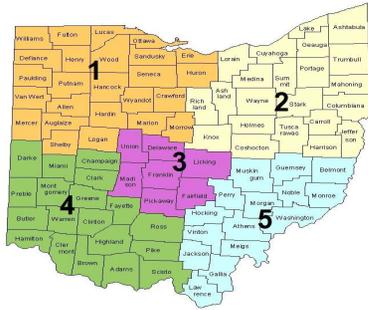
License #	Name to be changed	New Name	AIC	Location
FH.003100	Kelly-Robb Cummins Funeral Home	Kelly Cummins Funeral Home	William Cummins	Hubbard, OH

**New License: Leasing Space**

Type	Existing Facility	Existing Facility AIC	Leasing Facility Name	New License #	Owner	Location
FH	Slone Funeral Home	Charles Slone	Bollinger-Bican Funeral Home		Charles Slone	Cleveland, OH

## APRIL 2020 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
Behalt Casket Company	Ned Spangler	nedspangler46@gmail.com	(330) 241-3365	1pL-002473	Preneed & Law Updates Presented By Lisa Recker	2.00	6/24/2020
Behalt Casket Company	Ned Spangler	nedspangler46@gmail.com	(330) 241-3365	1-002474	Manufacturing and Customization of Wood Caskets	1.00	6/24/2020
Cuyahoga County Medical Examiner's Office	Dr. Thomas Gilson	tgilson@cuyahogacounty.us	(216) 721-5610	2-002475	3 day Medicolegal Death Education	13.00	3/11/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0-002432	Online - It's Not Your Father's Funeral Home	3.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0-002433	Online - Marketing Within Your Community	2.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0e-002435	Online - Professional Ethics (Ethics)	2.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0L-002434	Online - OSHA and CDC Compliance for the Funeral Professional (Laws & Rules)	1.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0p-002429	Online - Advanced Funeral Planning (Preneed)	4.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0-002431	Online - Infectious Disease Control for Funeral Directors and Embalmers	4.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0e-002430	Online - Coping with Difficult People and Situations (Ethics)	2.00	4/15/2020
Elite Professional Education, LLC	Michael LeDoyen	michael.ledoyen@elitecme.com	(386) 262-1002	0L-002436	Online - The Revised State of Ohio Funeral Laws and Rules (Laws & Rules)	2.00	4/15/2020
Funeral Directors Life Insurance Company	Pam Ulery	pam.ulery@funeraldirectorslife.com	(800) 692-9515	0p-002466	Webinar - Online Collaboration: The Need for Disruption	1.00	4/24/2020
Graystone Associates	Megan Flores	megan@graystoneassociates.com	(832) 864-2833	2-002476	Advanced Telephone Skills	5.00	3/26/2020
Kates-Boylston Publications	Thomas A. Parmalee	tparmalee@katesboylston.com	(732) 746-0201	6-002471	Technology Think Tank	5.00	9/17/2020
Ohio Funeral Director's Association District 13	Thomas H. Theller II	tubetheller@gmail.com	(740) 503-0140	3-002472	Tissue Procurement Along With Delayed Embalming	2.00	6/4/2020
Ohio Funeral Directors Association	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	0-002465	Webinar & On Demand - Use and Care of Personal Protective Equipment (PPE) in the Funeral Industry During the COVID-19 Pandemic	1.00	12/31/2020
Ohio Funeral Directors Association	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	3-002479	Board of Directors Meeting	1.00	5/20/2020
Ohio Funeral Directors Association	Diana Carpenter	diana@ofdaonline.org	(614) 486-5339	0-002480	Webinar & On-Demand You Got This! Practical Ways to Serve Families During COVID-19	1.00	4/22/2020
Ohio Funeral Directors Association District 1	Becky Krill	mkrill1955@aol.com	(419) 298-2329	1L-002478	2020 OSHA Refresher Training	3.00	4/29/2020
Ohio Funeral Directors Association District 16	Eugene Trey Wackerly	trey@wackerlyfuneralhome.com	(330) 455-5253	2-002477	Catholic Funeral and Cemetery Services	2.00	5/21/2020
Western Pennsylvania Funeral Directors Association	Norman J. Wimer	norm@wimerfuneralhome.com	(814) 755-3511	6-002469	Embalming is the Foundation of Funeral Service	2.00	6/24/2020
Western Pennsylvania Funeral Directors Association	Norman J. Wimer	norm@wimerfuneralhome.com	(814) 755-3511	6-002470	Child Abuse: Recognition and Mandated Reporting	2.00	6/23/2020
Western Pennsylvania Funeral Directors Association	Norman J. Wimer	norm@wimerfuneralhome.com	(814) 755-3511	6e-002467	Call Etiquette For The Death Care Profession	3.00	6/23/2020
Western Pennsylvania Funeral Directors Association	Norman J. Wimer	norm@wimerfuneralhome.com	(814) 755-3511	6-002468	Engaging and Motivating Employees	1.00	6/24/2020