



**The Ohio Board  
of Embalmers and  
Funeral Directors**

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David A. Ingram, Esq.  
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Jon W. Rettig Sr.  
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William C. Wappner CFSP, CCO  
**Board Secretary Treasurer**

Jill R. Pugh  
**Board Member**

Edward C. Nurre, Jr.  
**Board Member**

Marcella Boyd Cox  
**Board Member**

77 South High Street  
16<sup>th</sup> Floor  
Columbus, Ohio 43215

**614 . 466 . 4252**  
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[www.funeral.ohio.gov](http://www.funeral.ohio.gov)

**DRAFT- Minutes of the January 24, 2018**  
**Education and Examination Committee**

**Wednesday, January 24, 2018**

**9:46 a.m.**

Pursuant to 4717.03(A) of the 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 Arts, 77 South High Street to discuss continuing education, examination, and structure for the new crematory operator's license with the following board members present:

Jon W. Rettig, Sr.; Jill R. Pugh; Edward C. Nurre, Jr.

Also present was David A. Ingram, Executive Director

Stakeholders Jack Lechner and Beth Williams from Cincinnati College of Mortuary Science (CCMS) and Michael Smith from Ohio Funeral Directors Association (OFDA) were also present at the meeting.

Ms. Pugh began the meeting with a brief recap of the events leading up to the current committee meeting. The committee meeting ended with a request made by the committee for the interested parties to submit online continuing education program requirements in writing. Ms. Pugh described the focus of the meeting was a discussion regarding Board Approved Preferred Provider status for online continuing education programs.

The committee received a concept outlining the requirements from CCMS. The concept was also received by OFDA, who made comments to the initial concept. CCMS responded to the OFDA comments on the same document. The focus of the committee meeting was on the concept presented and the comments.

The committee made the distinction between online courses and seated courses to mean, continuing education. The committee also requested that the deadline for submission of continuing education program materials to be consistent with the five (5) day period listed in the administrative rules.

A significant period of the meeting shifted away from the concepts presented and focused on how to accomplish by administrative rule the approved preferred provider or preferred program. Mr. Ingram asked several follow up questions regarding the overall concept and the level of detail. He also explained his initial difficulty on how to properly draft administrative rules to capture the concepts.

The committee ended the meeting requesting additional time to review the comments presented for February Board meeting.



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**10:26 a.m.**

Ms. Pugh moved to adjourn the meeting. The motion was seconded by Mr. Nurre.  
The motion carried 3/0.

\_\_\_\_\_  
Jon R. Rettig, Sr., President

\_\_\_\_\_  
Date

\_\_\_\_\_  
William C. Wappner, Esq., Secretary/ Treasurer

\_\_\_\_\_  
Date