



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

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Jill R. Pugh
Board Member

Edward C. Nurre, Jr.
Board Member

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Columbus, Ohio 43215

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Minutes of the February 21, 2018
Education and Examination Committee

Wednesday, February 21, 2018

9:15 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 and Danny Finfrock

Stakeholders Melissa Sullivan, Michael Smith, and Diana Carpenter from Ohio Funeral Directors Association (OFDA) was present at the meeting.

Mrs. Pugh called the meeting into order and opened the meeting by seeking to hear feedback from representatives from Ohio Funeral Directors Association regarding the crematory operator program. The crematory operator program was the first program offered to provide education and certification for individuals seeking to obtain the new crematory operator's permit. The requirements for the crematory operator permit education program were created by this committee and approved by the Board.

Ms. Carpenter and Ms. Sullivan both joined in and provided feedback and stated the program was a success and approximately 58 individuals were in attendance. The program was presented by International Cemetery, Cremation and Funeral Association (ICCFA) through OFDA. They noted the attendees found it beneficial to receive the certificate for the crematory operation certification program and certificate for the crematory operator education. They mentioned they are working on scheduling another program soon with ICCFA or other providers.

9:21 a.m.

Mr. Rettig stated that Cincinnati College of Mortuary Science (CCMS) is a hosting a program at the college on March 21, 2018.

9:23 a.m.

The committee reintroduced the discussion concerning the preferred provider status for continuing education providers. The discussion was tabled from the previous committee meeting to allow the committee to research the topic. Mr. Ingram led the discussion regarding the preferred status. Mr. Ingram stated he researched implementing a preferred status for the Board and consulted with other boards on this topic. After his research, he believed it was not in the Board's best interest to implement such a program. While the committee and the Board could draft neutral



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administrative rules and internal policies, elevating any entity, association, or individual to a “preferred” status may create an appearance of impropriety or “preference” which the Board cautions against. Additionally, Mr. Ingram stated the denial of a preferred status to any applicant would trigger 119 administrative rights and create hearings for the Board. He concluded that while it was a great idea, the Board should not implement or move forward with a preferred provided status.

9:33 a.m.

Ms. Sullivan stated that OFDA agreed it was a good thought, but was ok with how the current continuing education program operates.

9:38 a.m.

The committee reviewed the continuing education programs presented for approval by the Board at the Board meeting.

9:41 a.m.

Mr. Rettig introduced the discussion on whether an apprentice can start an apprenticeship where a master’s certificate is valid at the time of start but expires shortly thereafter. The committee clarified that the apprentice may begin the apprenticeship if at the time the apprenticeship began, the master’s certificate was valid. The master with the expired certificate, however, must complete the next available master’s training.

9:50 a.m.

The committee started a discussion on creating the framework for administrative rules concerning online continuing education program requirements. The committee discussed the distinction between in person and online continuing education. The committee and the stakeholders present discussed standards for questions, testing, and a passage percentage. The committee stated it would take the discussion into consideration and bring back its findings to a future committee meeting.

10:15 a.m.

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

10:16 a.m.

Meeting adjourned

Jon R. Rettig, Sr., President

Date

William C. Wappner, Esq., Secretary/ Treasurer

Date