



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

*Serving Ohio Since 1902*

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David A. Ingram, Esq.  
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Jon W. Rettig Sr.  
**Board President**

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William C. Wappner CFSP, CCO  
**Board Secretary Treasurer**

Jill R. Pugh  
**Board Member**

Edward C. Nurre, Jr.  
**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 October 25, 2017**  
**Education and Examination Committee**

**Wednesday, October 25, 2017**

**9:11 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

Mr. Ingram presented the course materials for the crematory operator certification submitted by National Funeral Directors Association (NFDA) and the Crematory Association of North American (CANA). The board did not review course materials for Matthews and the International Cemetery, Cremation and Funeral Association (ICCFA). The items from Matthews and ICCFA were requested and not received prior to and on the date the committee meeting was conducted.

On the initial license, the committee discussed a grandfather provision for individuals who previously obtained certification from any of the four providers. Additionally, the committee discussed a mandatory requirement to complete 2 hours of crematory laws and rules.

On the renewal, the board discussed a two year renewal period that would be consistent with the compliance/reporting period for the licensees. The board also discussed the requirement of completion of a 4 hour refresher course as well as 2 hours of crematory laws and rules. The committee also discussed that the 2 hour continuing education course completed for the crematory operators permit would be permitted to count toward the hours needed for compliance with the continuing education requirement.



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**9:56 a.m.**

Jon Rettig made the motion to approve the crematory operator certification programs conducted by NFDA and CANA and to conditionally approve the programs from Matthews and ICCFA upon receipt of the course materials. The motion was seconded by Jill Pugh. The motion carried 3/0.

**10:00 a.m.**

Jill Pugh set the next meeting date for the committee for November 15, 2017 at 9:00 am and moved to adjourn the meeting. The motion was seconded by Mr. Rettig.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

DRAFT