



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

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Board Secretary Treasurer

Jill R. Pugh
Board Member

Edward C. Nurre, Jr.
Board Member

Marcella Boyd Cox
Board Member

Adriana Sfalcin
Board Member

77 South High Street
16th Floor
Columbus, Ohio 43215

614 . 466 . 4252
fax 614 . 728 . 6825

www.funeral.ohio.gov

Minutes of the January 23, 2019
Rules Review Committee

Wednesday, January 23, 2019

9:45 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 new administrative rules and the crematory operator permit scope of practice with the following board members present:

Jon W. Rettig, Sr.; William Wappner; Jill R. Pugh, Jr.; Adriana Sfalcin.

Also present was David A. Ingram, Esq., Executive Director

Stakeholders Jack Lechner, Cincinnati College of Mortuary Science, Beth Williams, Cincinnati College of Mortuary Science, Melissa Sullivan, Ohio Funeral Directors Association, Michael Schoedinger were present at the meeting.

Mr. Wappner called the meeting into order and Mr. Ingram took roll call for the committee.

9:47 a.m. Mr. Ingram requested that the committee review the previous committee meeting minutes for approval. The committee reviewed the minutes. Mrs. Pugh motioned to approve the minutes. The motion was seconded by Mr. Rettig. The motion carried 4/0.

9:50 a.m. Mr. Ingram provided the committee with an update of the proposed administrative rules under 4717-9, 4717-7, 4717-10, and 4717-1. Mr. Ingram explained that the rules became effective on January 10, 2019.

The committee began to discuss the new signage requirements under administrative code 4717-7. Mr. Wappner asked whether an actually in charge could post two signs in the same location. Mr. Rettig stated that if the actually in charge is the same, then only one sign should be needed in the same location. Mr. Ingram responded that the industry is complex so drawing a generally applicable rule for all licensee to follow could be a challenge. After further discussion regarding buildings and entrances, Mr. Ingram suggested that he would draft language to present to the board regarding adjoined buildings, entrances, and the same actually in charge in one location.

Mr. Schoedinger shared his concerns regarding the sign. He requested an exception in the law that eliminates the requirement for a sign if the actually in charge is listed



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in the name of the funeral home. Mr. Ingram responded that such an exception would require a statutory amendment to add in the exception.

10:16 a.m.

Mr. Ingram followed up on the status of an action item from a previous committee meeting regarding the scope of practice for the crematory operator permit. Mr. Ingram stated that he, Mr. Wappner, Mr. Rettig, Scott Gilligan, and Poul Lemasters spoke via a conference call to discuss the scope of practice. While scope of practice was the topic, the specific topic that needed to be addressed was where crematory paperwork fit within the scope of practice. Mr. Ingram reported that “review of paperwork (removal/transfer documents, cremation authorization form, identification) fell within the crematory operator permit scope of practice. Mr. Ingram stated that the group agreed that the initial transfer of cremated remains to temporary container or urn also fell within the scope of practice.

10:25 a.m.

Mrs. Pugh moved to adjourn the meeting. Mr. Rettig seconded the motion. The motion carried 4/0

10:25 a.m.

Meeting adjourned.