

MARYLAND STATE BOARD OF MORTICIANS AND FUNERAL DIRECTORS

Annual Report July 2020 – June 2021

This report covers the activities of the State Board of Morticians and Funeral Directors for the period of July 1, 2020 through June 30, 2021.

The State Board of Morticians and Funeral Directors was established as the State Board of Undertakers of Maryland in 1902 (Chapter 160, Acts of 1902). Renamed the State Board of Funeral Directors and Embalmers in 1937, then the Board of Morticians in 1981. The Board received its present name in 2007 (Chapter 186 Acts of 2007). The purpose of the State Board of Morticians and Funeral Directors is to carry out the duties mandated under Title 7 of the Health Occupations Article. The primary purpose is the protection of the public's health and welfare through appropriate credentialing, examination, licensure, and discipline of morticians, funeral directors, surviving spouses, apprentices and funeral establishments in Maryland. The Board also inspects and licenses funeral establishments and crematories upon proof of compliance with all applicable federal, state and local laws.

Mission

The mission of the Board of Morticians and Funeral Directors is to protect the citizens of Maryland and to promote quality funeral service practices in the field of Mortuary Science by:

- Licensing qualified apprentices, courtesy cards, registered crematory operators, funeral directors, morticians, surviving spouse, registered transporter permits, funeral establishments, crematory permits, mortuary transport company permits, and corporate license renewals;
- Professional resolution of complaints from the public;
- Setting high standards that reflect new and emergent developments in the practice of mortuary science through regulation and legislation, in accordance to the statutory mandates of Title 7, Health Occupations Article Annotated Code of Maryland.

Meetings

During the year, the Board held 11 open and administrative session meetings.

Board Members

The Board consists of 11 volunteer members; six practitioners and five consumer members.

| <u>Board Members</u> | <u>Term Ends</u> |
|---|-------------------------|
| Dr. Mark E. Bailey, CT, CFSP, <i>President</i> | June 30, 2023 |
| Michele P. Kutta, CFSP, <i>1st Vice President</i> | June 30, 2025 |
| Robert Lang, <i>2nd Vice President</i> , Consumer | June 30, 2022 |
| Kirk Helfenbein, <i>Board Secretary</i> | June 30, 2022 |

| | |
|-------------------------------|---------------|
| Brandon Wylie, CFSP | June 30, 2023 |
| Dr. James Kalshoven, Consumer | June 30, 2023 |
| Robert H. Bradshaw, Jr., | June 30, 2022 |
| Rev. Richard A. Mosely, Sr. | June 30, 2025 |
| Melanie R. Oppat, Consumer | June 30, 2022 |
| Sheria Jennings | June 30, 2023 |
| Suzana Kuriadom, Consumer | June 30, 2023 |

Committees

1. *Licensure*: Michele Kutta, Melanie Oppat, Brandon Wylie, Rev Richard Mosely
2. *Complaint*: Robert Lang, Michele Kutta, Sheria Jennings, Melanie Oppat
3. *Establishment*: Kirk Helfenbein, Michele Kutta, Melanie Oppat, Robert Bradshaw
4. *Legislative*: Sheria Jennings, Brandon Wylie, Michele Kutta, Suzana Kuriadom
5. *Continuing Education*: Melanie Oppat, Kirk Helfenbein
6. *Rehabilitation Review*: Rev Richard Mosely, Sheria Jennings
7. *Pre-Need Review*: Robert Bradshaw, Sheria Jennings, Dr. James Kalshoven, Rev Richard Mosely
8. *Family Security Trust Fund Advisory Board*: Dr. James Kalshoven, Brandon Wylie, Dr. Mark Bailey, Earl Cannap, and Dr. Hari Close

Staff

Christy L. Collins, MBA, *Executive Director*
 Bethan Haaga, Esq., *Board Counsel*
 Zakiyyah Holmes, *Licensing Coordinator*
 Vacant, *Inspector/Investigator*
 Jessica Terry, *Office Secretary* (began 5/2021)

Finances

The Board is special funded. Revenues, which support the Board’s operations, are generated through licensing and certification fees. No other State funds can be used to support the Board’s operations. The Board generated \$679,660.97 in revenues in FY2021 and its expenditures totaled \$534,913.43. The ending fund balance for FY2021 is \$144,747.54

Complaints

The Board received 38 complaints in FY2021. The Board issued 3 formal disciplinary actions. All public disciplinary orders can be found on the Board's website at <https://health.maryland.gov/bom/Pages/orders.aspx>.

Legislation

The Board did not put forth any legislation during this session.

ACTIVE LICENSES/CERTIFICATES (1881)

Licensing (1501):

| | |
|---------------------------------|-----|
| Apprentice | 58 |
| Mortician | 955 |
| Inactive Status | 15 |
| Courtesy Card | 49 |
| Funeral Directors | 9 |
| Registered Crematory Operator | 200 |
| Surviving Spouse | 10 |
| Personal Representatives | 2 |
| Registered Mortuary Transporter | 203 |

Establishments (380):

| | |
|-----------------------------|-----|
| Establishments | 288 |
| Establishment Name Change | 1 |
| Restricted Establishment | 8 |
| Crematory Permit | 38 |
| Mortuary Transport Permit | 45 |
| Mortuary Transporters 1-3: | 29 |
| Mortuary Transporters 4-7: | 11 |
| Mortuary Transporters 8-15: | 3 |
| Mortuary Transporters 16+: | 2 |

APPLICATIONS RECEIVED (231)

Licensing (196):

| | |
|-----------------|----|
| Apprentice | 57 |
| Mortician | 44 |
| Inactive Status | 3 |
| Courtesy Card | 9 |

| | |
|---------------------------------|----|
| Funeral Directors | 1 |
| Registered Crematory Operator | 22 |
| Surviving Spouse | 2 |
| Personal Representatives | 1 |
| Registered Mortuary Transporter | 57 |

Establishments (35):

| | |
|-----------------------------|----|
| Establishments | 7 |
| Establishment Name Change | 2 |
| Restricted Establishment | 11 |
| Crematory Permit | 2 |
| Mortuary Transport Permit | 13 |
| Mortuary Transporters 1-3: | 13 |
| Mortuary Transporters 4-7: | 0 |
| Mortuary Transporters 8-15: | 0 |
| Mortuary Transporters 16+: | 0 |

NEW LICENSES/CERTIFICATES ISSUED (223)

Licensing (190):

| | |
|---------------------------------|----|
| Apprentice | 55 |
| Mortician | 35 |
| Inactive Status | 3 |
| Courtesy Card | 7 |
| Funeral Directors | 1 |
| Registered Crematory Operator | 20 |
| Surviving Spouse | 2 |
| Personal Representatives | 1 |
| Registered Mortuary Transporter | 36 |

Establishments (33):

| | |
|-----------------------------|----|
| Establishments | 5 |
| Establishment Name Change | 1 |
| Restricted Establishment | 6 |
| Crematory Permit | 2 |
| Mortuary Transport Permit | 16 |
| Mortuary Transporters 1-3: | 12 |
| Mortuary Transporters 4-7: | 3 |
| Mortuary Transporters 8-15: | 0 |
| Mortuary Transporters 16+: | 1 |

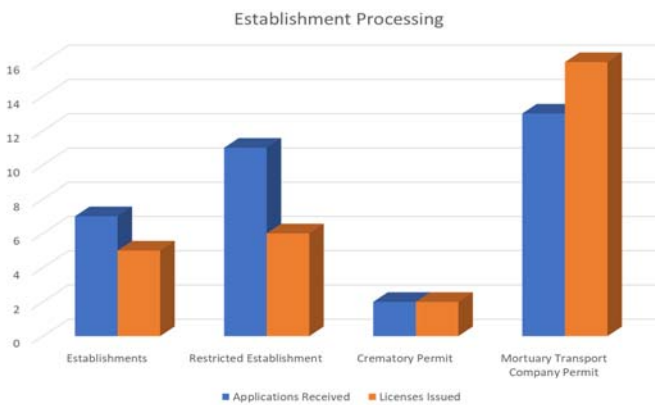
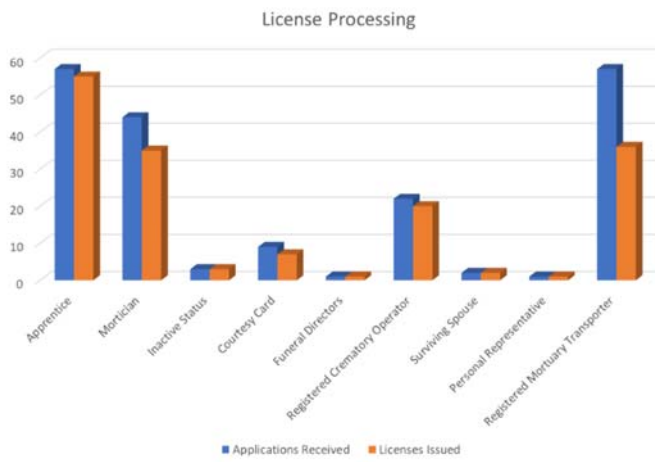
RENEWALS (1118)

Licensing (702):

| | |
|-------------------------------|-----|
| Apprentice | 9 |
| Mortician | 473 |
| Inactive Status | 0 |
| Courtesy Card | 44 |
| Funeral Directors | 8 |
| Registered Crematory Operator | 159 |
| Surviving Spouse | 9 |

Establishments (416):

| | |
|---------------------------|-----|
| Establishments | 286 |
| Crematory Permit | 36 |
| Mortuary Transport Permit | 36 |
| Corporation | 58 |



*Note: For instances where there are more establishment licenses and permits being issued than applications received, the delta is due to carry over from FY20.

REINSTATEMENTS/REACTIVATION (4)

Mortician License 4

MISCELLENOUS (188)

CEU Topic 118
CEU Vendor Fee 27
Examination Fee 43

FY21 REVENUE:

Initial Mortician License: 21,300.00
Mortician License Renewal: 286,700.00
 Regular Mail: 95,700.00
 Online: 191,000.00
Initial/Renewal Funeral Director License: 5,400.00
Initial Apprentice License: 18,850.00
Apprentice Renewal: 3,210.00
Courtesy Card Initial License: 2,375.00
Courtesy Card Renewal License: 26,100.00
Initial/Renewal Surviving Spouse: 7,200.00
Initial Crematory Operator Permit: 6,000.00
Renewal Crematory Operator Permit: 47,750.00
Registered Mortuary Transporter Permit: 2,440.00
Initial/Renewal Funeral Establishment License: 212,100.00
Initial Crematory Permit: 700.00
Renewal Crematory Permit: 12,600.00
Renewal Corporation License: 56,550.00
Initial Mortuary Transport Permit: 6,700.00
Renewal Mortuary Transport Permit: 12,650.00
License Examination Fees: 11,130.00
Miscellaneous: 12,615.00

Fund Balance from FY20: (72,709.03)

Total FY21 Revenue: \$679,660.97

FY21 EXPENDITURES:

| | |
|-------------------|------------|
| Personnel: | 309,812.50 |
| Indirect: | 20,855.95 |
| Attorney General: | 118,124.00 |
| Rent: | 63,248.00 |
| Operating: | 22,872.98 |

Total FY21 Expenditures: \$534,913.43

