

**MARYLAND STATE BOARD OF MORTICIANS AND FUNERAL DIRECTORS  
OPEN SESSION MINUTES  
JULY 10, 2013**

The meeting was called to order at 11:00 am with a quorum present by the former President, Dr. Hari. P. Close and the gavel was passed to the newly elected President Victor C. March, Sr.

**BOARD MEMBERS PRESENT**

Victor C. March, Sr., President  
Michelle Huggins, 1<sup>st</sup> Vice President  
Lauri Cebula-Seaboch, Secretary  
Hari P. Close  
Keith Downey  
Renee Derketsch  
Vernon Strayhorn, Sr.

**BOARD MEMBERS ABSENT**

D. Lynn Newman, 2<sup>nd</sup> Vice President  
Robert Bradshaw, Jr.  
Ahmed Elzaree

**STAFF**

Ruth Ann Arty, Executive Director  
Darlene Cline, Licensing Chief  
Thomas Anderson, Health Occupations Inspector  
Lisa Woods, Office Secretary III  
Richard Bloom, Board Counsel

A motion was made and seconded for the approval of the previous month's minutes.

**ADMINISTRATIVE REPORT**

Ms. Arty began by introducing Dr. Close and Mr. March's families that were in the audience. Ms. Arty also stated there are some very important issues that the Board has. Transport regulations are not yet promulgated. They have been on the website with several comments; the Board is in the process of responding to the comments. There were some suggestions of changes and the Board will address them. Also, the transport regulations have been put on hold, they should be promulgated soon.

The Board did get two freeze exemptions for a 3-day a week contractual compliance person and an investigator. Both positions should be filled by next open session. As a reminder, there will be no open session Board meeting for the month of August, however Board staff will be here and the committees will meet.

We will continue to work on the Board's website with the webmaster. We are getting our material up quicker and we also put all important notices on the website. We put

emergency notices and new forms online. Ms. Arty encourages everyone to visit the website.

### **APPRENTICE COMMITTEE REPORT**

Ms. Cebula-Seaboch, Apprentice Committee Chair, interviewed the following applicants for apprenticeship.

Ms. Cebula-Seaboch moved for approval of Steven Hackmer for apprenticeship. A motion was made and approved.

Ms. Cebula-Seaboch moved for approval of Amir Jamal Hakim for apprenticeship. A motion was made and approved. Dr. Close recused himself from this vote.

Ms. Cebula Seaboch moved for approval of Darren Jones for apprenticeship. A motion was made and approved.

### **CONTINUING EDUCATION COMMITTEE REPORT**

Mr. Downey, Chair reported last month we discussed changes to the application, and vendor fees. The application is still in review. Upon approval of the Board, the new changes for the vendor fee will be as follows: \$100.00 yearly fee for all providers, a \$25.00 non-refundable course fee for all new courses, and a \$5.00 non-refundable course fee for repeat courses. Repeat courses are courses we have already approved in the past as long as all information is the same including content and instructor. Programs that have been previously approved need to fill out the application on the Board's website, so that our spreadsheet is updated. All new programs must be on the Board's form. We would still like for the funeral homes that do there own CEU' to send their paperwork in even if licensees outside of your organization can not attend. In that case the funeral home should note on the application that it is private. That way the Board can still keep track, so when licensees send in their CEU we will know it was approved by the Board. A motion was made and approved for the new CEU fees.

### **EXECUTIVE COMMITTEE REPORT**

No report.

### **FAMILY SECURITY TRUST FUND COMMITTEE REPORT**

Ms. Cebula-Seaboch reported there is a total of \$606,708.07 currently in the fund.

### **LEGISLATION AND REGULATION COMMITTEE REPORT**

Ms. Arty reported the Board has been discussing what legislation they would attempt to move forward with in the 2014 session. First, the Board feels there is legislation needed to have requirements for establishments when they are closing. The Board wanted input

from all four Associations as well as Consumer Alliance before any legislation was finalized. The Board has agreed to put in legislation that covers notice to the public within 7 days, notices in the newspaper, notices on the door of the establishment, as well as notices on the website and voicemail. This legislation is due to the Secretary's office by July 17, 2013, and will go through Kristen Neville. The other legislation is legislation we had in last year that was withdrawn, on immediate access for inspections. We have been asked to resubmit the legislation. A motion was made and seconded to approve that the legislation be introduced in the next session.

### **PRE-NEED COMMITTEE REPORT**

In Lynn Newman's absence, Vernon Strayhorn reported there were opinions and interpretations dealing with establishments that will be discussed at the next meeting.

### **OLD BUSINESS**

#### Cremation Regulation Update

Ms. Arty reported she has been in communication with AELR and OCO, cremation regulations are still on hold.

Mr. March noted the Board has been asked to give its interpretation of the Attorney General's pre-need opinion. That will be done in our September meeting as the Board does not meet in August.

#### Out of State Inspection Update

The Human Dignity Act was passed October, 2012. There is a section which states any human remains with a Maryland death certificate leaving the state for preparation or storage but returning to the state for final disposition should be stored with dignity in a healthful environment. For that reason it was written in the legislation that the Board be responsible for inspection of storage and preparation facilities on our boarders. After much negative feedback, the Board stopped out of state inspections and has never enforced the law since it was new legislation. The Board did however, educate on it in and out of the state and is looking to see what can be done to clarify those issues. The Board is currently no longer inspecting out of state facilities.

Mr. March stated as of this date, we still do not have the names of the two replacement Board members.

### **NEW BUSINESS**

Mr. March began by appointing new committee chairpersons. Complaint committee will be chaired by Michelle Huggins. Establishment Committee will be chaired by Dr. Hari P. Close. CEU Committee will be chaired by Dr. Ahmed Elzaree. Pre-Need Committee will be chaired by D. Lynn Newman. Family Security Trust Fund Committee will be chaired by Lauri Cebula-Seaboch and Apprentice Committee will be chaired Keith Downey.

A tribute was given to Dr. Close for 5 years service as Board President.

### **MORTICIANS LICENSE**

Ms. Cebula-Seaboch moved for approval of Morticians license for Steven Marana, Jr.. A motion was made and approved by the Board.

Ms. Cebula-Seaboch moved for approval of Morticians license for Latanya Davis. A motion was made and approved by the Board.

Ms. Cebula-Seaboch moved for approval of Morticians license for Sarah Kennard. A motion was made and approved by the Board.

Ms. Cebula-Seaboch moved for approval of Morticians license for Jennifer Chance. A motion was made and approved by the Board.

Ms. Cebula-Seaboch moved for approval of Morticians license for James Bardsley III. A motion was made and approved by the Board.

### **REINSTATEMENT**

Ms. Cebula-Seaboch moved for approval of reinstatement Morticians license for Kimberly Zavrotny. A motion was made and approved by the Board.

### **BOARD COUNSEL**

No report.

### **AJOURNMENT**

Pursuant to Maryland State Government Article, Annotated Code § 10-501 et. seq., on a motion by Victor March, President, and second by Ms. Huggins, the Board unanimously voted to close its meeting.