

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

APRIL 10, 2019

- 1 I. **CALL TO ORDER/GREETINGS:** The meeting was called to order by D. Lynn Newman,
2 President. President Newman began by introducing our newest Consumer Board Member,
3 Ms. Melanie Oppat. Ms. Oppat introduced herself and stated that she is a former
4 government employee, who voluntarily retired from the Department of Veterans Affairs
5 after 30 years of service, the last 10 years was spent working for the Office of the Inspector
6 General for the Department of Veteran Affairs. Ms. Oppat added that she has some
7 familiarity with looking into the allegations/complaints. Ms. Oppat resides in Westminster
8 with her husband.

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10 A motion was made and seconded for the approval of the March meeting minutes. Board
11 Secretary Michele Kutta made a motion, going forward the first draft of the minutes, along
12 with the audio, be sent to the Board members by the first Wednesday following the Board
13 meeting for the first review. The motion was seconded and approved.

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15 **Board Members Present:** D. Lynn Newman, President; Wayne Cooper, Esq., Vice President;
16 Michele Kutta, Board Secretary; Dr. Mark Bailey; Kirk A. Helfenbein; Victor C. March, Sr.;
17 Lynn Shuppel; Robert Lang.

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19 **Board Members Absent:** Dr. Ahmed Elzaree; Robert Bradshaw

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21 **Board Staff:** Gail V. Tucker, Executive Director; Thomas Anderson, Health Occupations
22 Inspector; Lisa Woods, Office Secretary; Carla Boyd, Esq., Board Counsel.

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24 **Board Staff Absent:** Eula Gautreaux, Licensing Chief

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26 II. **PRESIDENT'S REMARKS:** None.

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28 III. **ADMINISTRATIVE REPORT:**

29 Executive Director (ED) Gail Tucker reported we continue to make improvements to the
30 website and streamline our office processes. We have added a FAQ link, to be updated
31 monthly. The Board has received a number of inquiries regarding CEUs. The Board opined in
32 2018 that persons needing CEU credits for renewal may take up to (9) non-in-person classes
33 online or electronic credits, and 3 in person credits for a total of (12) credits. Three credits
34 may be rolled over from the previous year's renewal.

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36 During the International Conference of Funeral Service Examining Boards Conference. Ms.
37 Tucker attended a presentation hosted by the Federal Trade Commission on The Funeral
38 Rule. This is a great resource especially for the consumer members. Ms. Tucker placed the
39 most recent edition in each Board member's folder.

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41 In the absence of Licensing Chief Eula Gautreaux, ED Tucker reported the following current
42 licensing stats: 61-apprentices, 65-courtesy card holders, 200-crematory operators, 9-
43 funeral directors, 967-morticians, 342-mortuary transporters, 9-surviving spouse, 57-
44 corporations, 38-crematories, 315-establishments and 51-mortuary transport companies.
45 We have completed 180 online renewals and collected a total of \$108,000.

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CEU certificates for Board meeting attendance have been mailed or scanned (at their request) to attendees. Anyone not receiving a CEU certificate should reach out to Licensing Chief Eula Gautreaux at 410-764-3453.

IV. COMMITTEE REPORTS:

- a. **Executive Committee** – President Newman reported that, in conjunction with ED Tucker, the following have agreed to serve on the Nominating Committee: Victor March, Sr., Lynn Shuppel and Robert Bradshaw.
- b. **Family Security Trust Fund Advisory Committee** – Chair Victor C. March, Sr. reported that as of April 8th there is currently \$1,102,985.73 in the Fund.
- c. **Pre-Need Committee** – No Report.
- d. **Establishment Committee** – No report.
- e. **Licensure Committee** – Chair Michele Kutta reported on the following:
 - i. Apprentice – Ms. Kutta moved for approval for apprenticeship. Motion was seconded and approved for the following:
Shane Weeks, Hartzler Funeral Home, PA;
Lisa VandeWalle, Sagel, Bloomfield, Danzansky, Goldberg Funeral Care, ; and
Angela Rose Eiss, Sagel, Bloomfield, Danzansky, Goldberg Funeral Care for change of sponsor.
 - ii. Mortician – Ms. Kutta moved for approval of mortician’s license. Motion was seconded and approved for the following:
Diego Morejon
Taylor Laura Evans
 - iii. Crematory Operator – Ms. Kutta moved for approval of crematory operator permit. Motion was seconded and approved for the following:
Jonathan Holloway, Holloway Funeral Home, PA
Kenneth Craig Bland Jr., Holloway Funeral Home, PA
Joseph Kreutzer, Cremation Society of Maryland, Inc.
Lee Marie Bacon, Cremation Society of Maryland, Inc.
Julie Ann Kreutzer, Cremation Society of Maryland, Inc.
Donald Wolff, Cremation Society of Maryland Inc.
 - iv. Registered Transporters - Ms. Kutta moved for approval of registered transporters. Motion was seconded and approved for the following:
Doris Perry, E.C. Whitaker Co.
Jahkara Na’Ondra Mecole Washington, Anatomic Gifts Registry
- f. **Continuing Education Units Committee** –Chair Lynn Shuppel reported on the following CEUs –motion was seconded and approved.
 - 1. Tri-County Funeral Directors Association – Funeral Director Burnout - 5/9/2019 – 1 CEU.

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- 90 2. Matthews International – 10 Arrangement Steps Essential for Families Selecting
91 Cremation – 5/22/2019 – 1 CEU
- 92 3. Flowers & Fancies – Effective Flowers for Funerals and Funeral Directors – 4/8/2019 &
93 6/3/2019 – 3 CEUs
- 94 4. Funeral Directors Life Ins. Co. – How to Get and Close Preneed Leads of Facebook –
95 5/3/2019 – 1 CEU
- 96 5. Delmarva Funeral Service Association – Stress Management and Reduction through
97 Yoga – 5/1/2019 – 2 CEUs
- 98 6. Washington Wilbert Vault Works, Inc. – Washington Wilbert Vault Plant Tour – 4/2, 4/9,
99 4/16, 4/23, 4/30, 5/2, 5/9, 5/16/2019 – 2 CEUs
- 100 7. Washington Wilbert Vault Works, Inc. – Better Communication with Families – 4/2, 4/9,
101 4/16, 4/23, 4/30, 5/2, 5/9, 5/16/2019 – 1 CEU
- 102 8. Washington Wilbert Vault Works, Inc. – Outer Burial Containers Basics – 4/2, 4/9, 4/16,
103 4/23, 4/30, 5/2, 5/9, 5/16/2019 – 1 CEU
- 104 9. Omega Digital Press, Inc. – The Personalization Roundtable – 4/2, 4/9, 4/16, 4/23, 4/30,
105 5/2, 5/9, 5/16/2019 – 1 CEU
- 106 10. Selected Independent Funeral Homes – 2019 Spring Management Summit – 5/1-
107 5/3/2019 – 7.5 CEUs.
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- 109 V. **OLD BUSINESS:**
- 110 For establishments that are renewing there is no need to contribute to the Family Security
111 Trust Fund, which has surpassed its \$1,000,000.00 ceiling. Updated information regarding
112 this can be found on the website.
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- 114 VI. **NEW BUSINESS:**
- 115 It is renewal time. Preneed and Lineage classes for CEUs will be held tomorrow evening at
116 the March Life Tribute Center for a cost of \$20.00 this includes dinner. Also, CCBC will offer
117 classes on April 24th at no cost. Information can be found under the Board’s CEU link.
- 118
- 119 The Office of the Chief Medical Examiner has begun a new electronic check-in process to
120 ensure mortuary transporters are registered, they are requiring a check-id. The transporters
121 will enter their BOM number as part of an electronic signature. Any questions should be
122 directed to Bill Spencer Strong at strongw@ocememd.org.
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- 124 VII. **FOR YOUR INFORMATION:**
- 125 Next Board Meeting - 05/08; Jurisprudence Exam 22 attendees expected - 04/16; Practical
126 Exam, 19 attendees expected - 04/18; Financial and Termination Disclosures - 4/30. The
127 State Ethics Commission has a new financial disclosure filing system, go to
128 <https://efds.ethics.maryland.gov>.
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- 130 VIII. **LEGISLATIVE/REGULATION UPDATE:**
- 131 HB218 (Board Supported) Disposition of remains for waiver of rights of disposition – passed

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132 with amendments. Also, SB974 (Board Opposed) – Occupational licenses or Certificates
133 Application Determination – Use of Criminal History – passed with amendments.

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135 IX. **Adjournment:** With no further business, on a motion by President D. Lynn Newman and
136 properly seconded, the Board unanimously voted to conclude the meeting.

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138 Respectfully submitted,

139
140 Lisa Woods

141 Recording Secretary