

# MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

## OPEN SESSION MINUTES

NOVEMBER 8, 2017

The meeting was called to order by James Govoni, President with a quorum. Mr. Govoni called for approval of the September and October's minutes. Mr. March noted a correction in the minutes. The pre-need statute went into effect in 2014, not the regulations. A motion was made, seconded and approved.

### BOARD MEMBERS PRESENT

James Govoni, President  
Mark Bailey, 1<sup>st</sup> Vice President  
Dr. Camille Bryan, 2<sup>nd</sup> Vice President  
Bob Bradshaw  
D. Lynn Newman  
Victor C. March  
Lynn Shuppel  
Kathy Blue  
Michele Kutta

### ABSENT BOARD MEMBERS

Dr. Ahmed Elzaree  
Wayne Cooper

### STAFF

Ruth Ann Arty, Executive Director  
Thomas Anderson, Health Occupations Inspector  
Eula Gautreaux, Licensing Chief  
Carla Boyd, Board Counsel

### ADMINISTRATIVE REPORT

Ruth Ann Arty, Executive Director began by introducing the new Licensing Chief Ms. Eula Gautreaux.

There is a form that everyone has to fill out before they go to CJIS for their criminal background check. The form acknowledges what information and how it will be disseminated. Any new applicant to the Board must download the form and complete it before going to CJIS. The form and directions are on the Board's website.

Ms. Arty was sad to announce the passing of Ms. Loretta Jolley of Jolley Memorial Chapel. Ms. Jolley's final arrangements have been posted on The Jolley Funeral Home's website.

The Board Staff have been receiving a lot of calls from consumers looking for burial transit permits. Under the law, funeral homes are required to send them back to vital records. Ms. Arty asked that funeral homes consider keeping a copy of the burial transit permit, as certain embassys will not allow the cremains leave the country without one, even if final disposition has occurred, in Maryland at the crematory.

It is no longer necessary to pay the The Family Security Trust Fund (\$375.00) unless you are a new establishment.

The next CEU class for The Human Dignity Act of 2012 and The Transportation Regulations will be held tomorrow, November 9<sup>th</sup> at 12:30 pm.

#### **EXECUTIVE COMMITTEE REPORT**

No Report.

#### **FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE**

Lynn Shuppel, Chair, reported there is \$1,065,761.60 currently in the fund. The Family Security Trust Fund Advisory Committee will have a meeting in December. Ms. Shuppel offered the dates of December 11<sup>th</sup> and December 18<sup>th</sup> at 1:00 pm. Ms. Arty will call all parties to confirm a definite date.

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

Victor March, Chair, reported the committee has been meeting weekly to clarify our new regulations so they that they meet the 2014 statute.

#### **ESTABLISHMENT COMMITTEE REPORT**

Mark Bailey, Chair, reported on the following establishments.

##### Mortuary Transport Services

Mr. Bailey moved for approval of DMS Transporter LLC. The motion was seconded and approved.

Mr. Bailey moved for approval of Waver Professional Transport Service. The motion was seconded and approved.

#### **LICENSURE COMMITTEE REPORT**

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D. Lynn Newman, Chair reported on the following applicants.

##### Apprentice

Mr. Newman moved for approval of Alexandra Wanless of Duda-Ruck Funeral Home of Dundalk for change of sponsorship for funeral director. The motion was seconded and approved.

Mr. Newman moved for approval of Erin Nagy of Candle Light Funeral Home for Apprenticeship License. The motion was seconded and approved.

Mr. Newman moved for approval of Alexandra McAllisterch of Gasch's Funeral Home, P.A. for Apprenticeship License. The motion was seconded and approved.

Mr. Newman moved for approval of Kimberly McMahon of Cole Funeral Service for Apprenticeship License. The motion was seconded and approved.

### Mortician

Mr. Newman moved for approval of Barbara Purdie for the reactivation of her Mortician License. The motion was seconded and approved.

### CONTINUING EDUCATION UNITS COMMITTEE

Dr. Camille Bryant, Chair reported on the following CEU's.

Batesville – How to Handle Phone Information Seekers – Various dates 1 CEU.

Batesville – How to Handle Phone Information Seekers Workshop – Various dates – 2 CEU's .

Batesville – How to Simplify the Casket Selection Experience – Various dates – 1 CEU.

Batesville 4F Product Knowledge – Various dates - 1 CEU.

Batesville – Introduction to Setting a New Standard: The Cremation Arrangement – Various dates – 1 CEU.

Batesville – Introduction to Setting a New Standard: The Cremation Arrangement – Various dates – 2 CEU's.

Batesville – Working on Your Business: Managing Collections & Cash Flow – Various dates – 1 CEU.

Batesville – Plant Tour and Product Knowledge - Various dates – 2 CEU's.

Batesville – Setting a New Standard: Living the Why Workshop – Various dates – 2 CEU's.

Batesville – Setting a New Standard: The Cremation Arrangement – T.E.A.C.H. workshop 4 CEU's.

Batesville – Setting a New Standard: Invest in the Relationship Various dates – 2 CEU's.

Batesville – Inside Out Coaching – Various dates – 6 CEU's.

DFSA – Pre-Need Law with Victor March - 2/15/2018 – 2 CEU's.

MSFDA – MSFDA Annual Embalming Seminar – 4/4/2018 – 6 CEU's.

Selected Independent Funeral Homes – 2018 NextGen Seminar 1/21 – 1/25/2018 8.5 CEU's.

MSFDA – MSFDA 99<sup>th</sup> Annual Convention 6/25 – 6/28/2018 – 12.25 CEU's

Rich Neuman – Funeral Industry Seminar – 12/20/2017 – 2 CEU's.

DFSA – Customer Care – 1/18/2018 2 CEU's.

Tri-County Funeral Directors Association – Opioid Overdose in Maryland and Beyond – 1/11/2018 – 1 CEU.

Edward Ranier – OSHA Prep Room and Removal Compliance – 1/17/2018 – 3 CEU's.

A motion was made, seconded and approved.

### OLD BUSINESS

Mr. Govoni reported we are still struggling with the printing of the transport ID's. Some of the firms have not followed through with the photos. The Board will contact the remaining firms remind them to send the photos in.

**NEW BUSINESS**

No report.

**AJOURNMENT**

Pursuant to Maryland State Government Article, Code § 10-501 et. Seq., on a motion by James Govoni, President, and seconded by the Board unanimously voted to close its meeting.