MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

MAY 8, 2019

1 2	Ι.	CALL TO ORDER/GREETINGS: The meeting was called to order by D. Lynn Newman, President. President Newman called for the approval of April's minutes. A motion was
3		seconded and approved.
4		
5 6		<u>Board Members Present</u> : D. Lynn Newman, President; Michele Kutta, Board Secretary; Dr. Mark Bailey 2 nd Vice President ; Robert Bradshaw; Dr. Ahmed Elzaree; Kirk A. Helfenbein;
7		Victor C. March, Sr.; Lynn Shuppel; Robert Lang; Melanie Oppat.
8		
9		Board Members Absent: Wayne Cooper, Esq., 1 st Vice President
10		
11		Board Staff: Thomas Anderson, Health Occupations Inspector; Lisa Woods, Office Secretary;
12		Carla Boyd, Esq., Board Counsel.
13		
13		Board Staff Absent: Gail V. Tucker, Executive Director; Eula Gautreaux, Licensing Chief.
		<u>Bourd Stuff Absent</u> . Guil V. Tucker, Executive Director, Euld Guutedux, Elcensing Chief.
15		
16	II.	PRESIDENT'S REMARKS: None.
17		
18	III.	ADMINISTRATIVE REPORT:
19		President Newman reported in the absence of Executive Director Gail Tucker. Executive
20		Director Tucker sends her regrets for being unable to personally present the administrative
21		report.
22		
23		Board News and Updates
24		During the recent Executive Director's meeting, attendees received pertinent information
25		on emergency preparedness and response. The continuity of operations planning is an
26		initiative that addresses how critical operations, like licensing, will continue in a public
27		health crisis such as Ebola and measles outbreak or natural disasters as the approaching
28		hurricane season. A COOP plan addresses emergencies from all hazardous approach.
29		Maryland Department of Health is looking into providing shelter and supplies and
30		implementing the Strategic National Stockpile Program to amass medication and other
31		resources. All agencies must establish a viable COOP plan.
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33		New member, orientation will take place Monday, October 7, 2019 at UMBC. New
33 34		members and those that have yet to have ever received orientation, are strongly
		,
35		encouraged to attend. Ethics roles and responsibilities are defined.
36		
37		Licensure Report
38		In the absence of Licensing Chief Eula Gautreaux, President Newman reported 476
39		morticians renewed by April 30, 2019, 45 morticians have not renewed. A \$400 late fee will
40		be applied after May 15, 2019 for those who have not renewed. Currently there are 61
41		apprentices, 65 courtesy card holders, 207 crematory operators, 9 funeral directors, 966
42		morticians, 345, and 9 surviving spouse holders. Establishments by count: 57 corporations,
43		38 crematories, 315 establishments and 51 mortuary transport services.
44		
45	IV.	COMMITTEE REPORTS:

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46	a.	Executive Committee – President Newman reported today we will hold election for the
47		elected offices for the next board year, therefore the executive report would be
48		deferred to New Business for the Nominating Committee.
49	b.	Family Security Trust Fund Advisory Committee – Chair Victor C. March, Sr. reported
50		the Family Security Trust Fund Advisory Committee has not met and as of May 7 th , the
51		trust has \$1,104,683.01.
52	c.	Pre-Need Committee – No Report.
53	d.	Establishment Committee – Chair Dr. Ahmed Elzaree reported on the following:
54		i. Mortuary Transport Service – Dr. Elzaree moved for approval for the for
55		mortuary transport service. Motion was seconded and approved for the
56		following:
57		Reverence Transport Services, LLC;
58		Barrett Transport and Removal Service
59	e.	Licensure Committee – Chair Michele Kutta reported on the following:
60		i. <u>Apprentice</u> – Ms. Kutta moved for approval for apprenticeship. Mr. March
61		recused himself from the vote. Motion was seconded and approved for the
62		following:
63		Shantese Dunlap, March Funeral Home West;
64		Mortician – Ms. Kutta moved for approval of mortician. Motion was seconded
65		and approved for the following:
66		Timothy Casey
67		ii. Mortician by Waiver of Apprenticeship Requirements – Ms. Kutta moved for
68		approval of mortician's license. Motion was seconded and approved for the
69		following:
70		Deles Watson Jr.
71		iii. <u>Crematory Operator</u> – Ms. Kutta moved for approval of crematory operator
72		permit. Motion was seconded and approved for the following:
73		Matthew Wilson, Rausch Funeral Home
74		iv. <u>Registered Transporters</u> - Ms. Kutta moved for approval of registered
75		transporters. Motion was seconded and approved for the following:
76		Deandre J. Sassafras, Reverence Transport Services, LLC.
77		Bobby Barrett, Barrett Mortuary Removal Service, LLC
78		Andy Kulpinski, Heartfelt Mortuary Transport
79		Ayesha Jackson, Alvin's Anointed Hands, Inc.
80		Glenn Rhodes, Alvin's Anointed Hands, Inc.
81		Eladdieyo Robinson, Noble August, LLC
82		
83	f.	Continuing Education Units Committee – Chair Lynn Shuppel reported on the following
84		CEUs – motion was seconded and approved.
85	1.	The Dodge Institute for Advance Mortuary Studies - 2019 Dodge Technical Seminar Las
86		Vegas, Nevada – November 14-15, 2019 – 9 CEUs.
87	2.	International Order of the Golden Rule – Educating the Families You Serve about the
88		"Why" of the Funeral – October 25-26, 2019 – 8.5 CEUs
89	3.	Funeral Service Academy – Today's Funeral: What's New? – Ongoing dates – 3 CEUs

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 6. Funeral CE – OSHA Emergency Action Plans for Funeral Homes – Online – 2 CEUs. 7. Virginia Morticians Association – The Virginia Morticians Association 91st Annual Convention – June 26-29, 2019 – 6 CEUs. 97. OLD BUSINESS: No Report 99. No Report 90. NEW BUSINESS: Victor C. March, Sr., Chair, reported the Nominating Committee has met to put forth the slate of officers for the coming year beginning July 1, 2019. However, under our current statute the Board must elect a President, 1st Vice President and 2nd Vice President. The Board has the option to establish another position for the coming year. The Nominating Committee would like to move that the Office of Secretary be established for this voting period. A motion was seconded and approved to open the office of Secretary. The slate has been established and we will also open the floor for nominations before we finalize the slate. The slate is as follows: President, Dr. Mark Bailey and Dr. Ahmed Elzaree; 1st Vice President Michele Kutta; 2nd Vice President, Robert Lang. Kirk Helfenbein was nominated and accepted the position of Office of Secretary. The floor was opened for any additional nominations, then closed with these individuals. A motion was seconded and approved for the slate. Ballots will be prepared for June's open meeting, at which time the vote will take place. VII. FOR YOUR INFORMATION: Next Board Meeting - 06/12; Jurisprudence Exam - 07/09. VIII. EGISLATIVE/REGULATION UPDATE: Kimberly Link, Esq., Executive Director of the Board for Professional Counselors and Therapist will now serve as the legislative liaison for all Boards and Commissions. This position was recently vacated by Carlton Curry, Esq. Ms. Link earned a Juris Doctorate from the University of Baltimore and she will share her legal expertise on legislative matters, which promote consumer protection. She can be reached at 410-764-4732. IX. Adjournment: With no further business	91		 Online - multiple CEUs.
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