

# MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

## OPEN SESSION MINUTES

**January 8, 2020**

1. **CALL TO ORDER/GREETINGS:** Board President, Dr. Mark Bailey called the meeting to order at 1:05 pm and welcomed everyone to the open session.

December Meeting Minutes: Michele Kutta made a motion, was seconded by Dr. Ahmed Elzaree, and the Board unanimously approved the minutes as written.

Board Members Present: Dr. Mark Bailey, President; Michele Kutta, 1<sup>st</sup> Vice President; Robert Lang, 2<sup>nd</sup> Vice President; Kirk Helfenbein, Secretary; Dr. Ahmed Elzaree; Dr. James Kalshoven; Brandon Wylie; Robert Bradshaw, Suzana Kuriadom.

Board Member Absent: Melanie Oppat and Sheria Jennings.

Board Staff Present: Christy Collins, Executive Director; Thomas Anderson, Health Occupations Inspector; Deborah Donohue, Esq., Interim Board Counsel.

2. **PRESIDENT'S REMARKS:**

Dr. Bailey highlighted a meeting with Secretary Neal and staff that pertained to information regarding the current Legislative Session that runs from 8 January 2020 to 6 April 2020. Webster Ye, the Legislative Representative to Maryland Department of Health, provided a timeline of legislative events.

3. **ADMINISTRATIVE REPORT:**

Executive Director Collins highlighted that continuous updates will be made available on the Board website.

4. **COMMITTEE REPORTS:**

a. **Executive Committee:** No report.

b. **Family Security Trust Fund:** Chair Dr. James Kalshoven reported that the Security Trust Fund balance is \$1,122,195.63 as of December 2019. He also explained that the difference in reporting numbers was due to a one-month lag in reporting. Each month's report covers the balance from the previous month.

c. **Pre-Need Committee:** No report.

d. **Establishment Committee:** No report.

e. **Licensure Committee:** Chair Michele Kutta reported on the following:

i. Old Business: None.

ii. New Business: An apprentice application for renewal was presented for a 5<sup>th</sup> time. Pursuant to COMAR 10.29.09.12B only authorizes 2 consecutive renewals. The committee's recommendation is to send a letter to the applicant to deny his request for renewal due to ineligibility. The committee made a motion to

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recommend denial of apprenticeship renewal. Dr. Ahmed Elzaree seconded, and the Board unanimously approved.

iii. Apprentice: Chair Michele Kutta made motion of apprenticeships for approval. Seconded by Robert Bradshaw, and the Board unanimously approved the following:

1. Ryan Evans, Mitchell-Wiedefeld Funeral Home
2. Mutiu Oyesola Adelaja, Fort Lincoln Funeral Home
3. Edward Staebler, Rest Haven Funeral Home Inc.
4. Autumn Minor, R.T. Foard Funeral Home
5. Kenneth Bland Jr., Holloway Funeral Home
6. Alexis Lazaro, Duda-Ruck of Dundalk Inc.

iv. Apprentice Change of Sponsor: None.

v. Mortician: Chair Michele Kutta motioned for approval of mortician(s). Seconded by Robert Lang, and the Board unanimously approved the following:

1. Nicholas Collantes, Donad Borgwardt Funeral Home
2. Jessyca Hart, Briscoe Tonic Funeral Home

vi. Funeral Director: None.

vii. Mortician by Waiver of Apprenticeship: None.

viii. Crematory Operator: None.

ix. Registered Transporters: Chair Michele Kutta motion for approval of registered transporters. Seconded by Robert Lang, and the Board unanimously approved the following:

1. Cameron Martin, Hartensteins Funeral & Cremation Care
2. Preston Fears, Heaven Bound Transport Services

x. Courtesy Card: Chair Michele Kutta motion for approval for a courtesy card. Seconded by Kirk Helfenbein, and the Board unanimously approved the following:

1. Tremain Bradley, Fairfax Memorial Funeral Home

xi. Reinstatement: None.

**f. Continuing Education Units Committee**: Mr. Kirk Helfenbein reported:

i. The following educational offerings are considered automatically approved pursuant to COMAR 10.29.05.03:

1. Graystone Associates – Summit 2020: Date – 2/10 - 2/13/2020 (14CEUs)

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2. International Order of Golden Rule:
  - 2020 Annual Conference & Solution Center, Part 1 – Date: 4/20/2020 (6CEUs)
  - 2020 Annual Conference & Solution Center, Part 2 – Date: 4/21/2020 (3CEUs)
  - 2020 Young Professional Event: Shift Your Mindset; Grow Your Skillset, Part 1 – Date: 2/23/2020 (4CEUS)
  - 2020 Young Professional Event: Shift Your Mindset; Grow Your Skillset, Part 2 – Date: 2/24/2020(4CEUS)
3. National Funeral Directors Association: Date: Various
  - Lessons Learned from Mystery Shoppers – Date: 2/13/2020 (1CEU)
  - Managing Millennials – Date: 3/26/2020 (1CEU)
  - NFDA Cremation Certification Program – Date: Various (7CEUs)
  - NFDA Arranger Training - Date: Various (8CEUs)
  - Control the Conversation: How to Charm, Deflect and Defend Your Position Through Any Line of Questioning – Self-Study (4CEUs)
  - The Essential HR Handbook – A Quick and Handy Resource for Any Manager or HR Professional – Self Study (4CEUs)
  - 2019 Annual All-Staff FTC Training – Self Study (3CEUs)
  - Asian Cultural in Cremation Arranging – Self Study (2CEUs)
  - How End-Of-Life Doulas are Changing the Face of Dying – Self Study (2CEUS)
  - Is it Sexual Harassment? – Self Study (3CEUs)
4. Selected Independent Funeral Home: **2020 Next Gen Seminar** – Date: January 26-30, 2020. (8.5CEUs)

ii. No requests were received for educational offerings requiring Board approval.

### 5. Legislative/Regulation Committee:

- i. Michelle Kutta proposed a language change and made a motion, was seconded by Dr. Ahmed Elzaree, and the Board unanimously approved the following:
  1. Proposed language change to 10.29.03.04E (4) (c) “Inspection of Funeral Establishments.” (Added language is italicized) “Floor drainage is required in the preparation room of a funeral establishment where embalming takes place, *except for an establishment that existed on or before November 26, 2001 that has not had after that date:*
    - (i) *The preparation room renovated: or*

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*(ii) A change of ownership”*

- ii. Michelle Kutta proposed Board position (oppose) or no position and made a motion, was seconded by Robert Lang, and the Board unanimously approved the following positions:
  1. Senate Bill 84 “Funeral Establishments and Crematories-Unclaimed Veterans – Notification, Disposition and Reporting”: **oppose**. The Board voted in opposition of the language reference 7-406 (2) regarding the reporting responsibility of the Maryland Board of Morticians, noting it is a licensing and disciplinary Board. Data collection and enforcement is not within our jurisdiction and beyond the scope of the Board. It would create a financial hardship on the Board and a burden to get information.
  2. Senate Bill 67 “Public Information Act-Applications for Inspection-Responses and Time Limits”: **oppose**. The Board voted in opposition to the proposed changes because the proposed times are unreasonable due to a limited workforce and data management.
  3. Senate Bill 103 “Health Occupations-Diagnostic Evaluation and Treatment of Patients-Disciplinary Actions”: The Board voted **no position**.
6. **Old Business**: Executive Director Collins continues to implement change to 2020 license renewals, which will no longer have renewal stickers; a brand-new license will be printed and issued. Pictures are no longer required for new licenses.
7. **New Business**: Dr. Bailey informed the Board that new Board pins have been approved and ordered. They will be available at the next Board meeting.
8. **For Your Information**: Dr. Bailey announced the next Jurisprudence Exam is January 14, 2020, at 10:00am in Room 545. The next board meeting will be February 12, 2020, at 1:00pm in Room 106.
9. **Adjournment**: Motion for adjournment was made, seconded by Michelle Kutta, and the meeting was adjourned.