

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

MAY 8, 2019

- 1 I. **CALL TO ORDER/GREETINGS:** The meeting was called to order by D. Lynn Newman,
2 President. President Newman called for the approval of April's minutes. A motion was
3 seconded and approved.
4
5 *Board Members Present:* D. Lynn Newman, President; Michele Kutta, Board Secretary; Dr.
6 Mark Bailey 2nd 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., 1st Vice President
10
11 *Board Staff:* Thomas Anderson, Health Occupations Inspector; Lisa Woods, Office Secretary;
12 Carla Boyd, Esq., Board Counsel.
13
14 *Board Staff Absent:* Gail V. Tucker, Executive Director; Eula Gautreaux, Licensing 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.
32
33 New member, orientation will take place Monday, October 7, 2019 at UMBC. New
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:**

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

MAY 8, 2019

- 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 7th, 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. Apprentice – 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. Crematory Operator – 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. Registered Transporters - 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

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

MAY 8, 2019

- 90 4. Apex Continuing Education – Multiple previously approved courses listed on application
91 – Online - multiple CEUs.
92 5. NFDA – 2019 All-Staff Annual FTC Funeral Rule – June 13, 2019 – 2 CEUs.
93 6. Funeral CE – OSHA Emergency Action Plans for Funeral Homes – Online – 2 CEUs.
94 7. Virginia Morticians Association – The Virginia Morticians Association 91st Annual
95 Convention – June 26-29, 2019 – 6 CEUs.

96

97 V. **OLD BUSINESS:**

98 No Report

99

100 VI. **NEW BUSINESS:**

101 Victor C. March, Sr., Chair, reported the Nominating Committee has met to put forth the
102 slate of officers for the coming year beginning July 1, 2019. However, under our current
103 statute the Board must elect a President, 1st Vice President and 2nd Vice President. The
104 Board has the option to establish another position for the coming year. The Nominating
105 Committee would like to move that the Office of Secretary be established for this voting
106 period. A motion was seconded and approved to open the office of Secretary. The slate has
107 been established and we will also open the floor for nominations before we finalize the
108 slate. The slate is as follows: President, Dr. Mark Bailey and Dr. Ahmed Elzaree; 1st Vice
109 President Michele Kutta; 2nd Vice President, Robert Lang. Kirk Helfenbein was nominated
110 and accepted the position of Office of Secretary. The floor was opened for any additional
111 nominations, then closed with these individuals. A motion was seconded and approved for
112 the slate. Ballots will be prepared for June's open meeting, at which time the vote will take
113 place.

114

115 VII. **FOR YOUR INFORMATION:**

116 Next Board Meeting - 06/12; Jurisprudence Exam - 07/09.

117

118 VIII. **LEGISLATIVE/REGULATION UPDATE:**

119 Kimberly Link, Esq., Executive Director of the Board for Professional Counselors and
120 Therapist will now serve as the legislative liaison for all Boards and Commissions. This
121 position was recently vacated by Carlton Curry, Esq. Ms. Link earned a Juris Doctorate from
122 the University of Baltimore and she will share her legal expertise on legislative matters,
123 which promote consumer protection. She can be reached at 410-764-4732.

124

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

127

128 Respectfully submitted,

129

130 Lisa Woods

131 Recording Secretary