

**MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS
OPEN SESSION MINUTES
OCTOBER 12, 2016**

The meeting was called to order with a quorum at 1:05 p.m. by Victor C. March, President.

BOARD MEMBERS PRESENT

Victor C. March, Sr., President
D. Lynn Newman, 1st Vice President
James Govoni , 2nd Vice President
Gladys Sewell
Robert Bradshaw, Jr.
Mark Bailey
Dr. Ahmed Elzaree
Wayne Cooper, Esq.

ABSENT BOARD MEMBERS

Vernon Strayhorn Sr., Secretary
Lynn Shuppel, CPA
Dr. Camille Bryan

STAFF

Darlene Cline, Licensing Chief
Thomas Anderson, Health Occupations Inspector
Anthony DeFranco, Board Counsel

Mr. March opened the meeting at 1:05 pm. Mr. March reported Ruth Ann Arty, Executive Director was absent due to her husband having major surgery. A motion was made and seconded to approve September's minutes.

ADMINISTRATIVE REPORT

In Ms. Arty's absence, Ms. Darlene Cline, Licensing Chief reported renewals for crematories, crematory operators transport companies, and transporters has passed. All crematories have renewed, although some renewed late. Ms. Arty made courtesy calls to establishments to get their renewals in before the 1st and to be able to continue operation. There continues to be outstanding transport companies, the late fee will be assessed after October 15th.

Ms. Arty attended the NFDA training course at CCBC, 44 were in attendance. For those needing certification, NFDA will be in Philadelphia on October 22, 2016.

The Board has seen an increase in lineage calls. HG 5-510 can be utilized to let the court decide the final disposition if an agreement cannot be reached.

Renewals for establishments, corporations, surviving spouse, funeral directors and courtesy card holders as well as Family Security Trust Fund payments are due in November, notices will be emailed October 27, 2016.

EXECUTIVE COMMITTEE REPORT

No report.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

In Lynn Shuppel's absence, Gladys Sewell reported the following. There is currently \$957,222.55 in the fund.

Mr. March added, November is the licensing month for establishments, and this should be the final payment of the Family Security Trust Fund, as it will reach a million dollars.

PRE-NEED COMMITTEE REPORT

No report.

ESTABLISHMENT/INSPECTION COMMITTEE REPORT

Mark Bailey, Chair reported on the following establishments.

Establishments

Mr. Bailey moved for approval of Precious Memories Funeral Home, David Taylor, P.A. located at 4445 Crain Highway, White Plains, Maryland for a full service establishment. A motion was made and approved pending paperwork completion and final inspection.

Mr. Bailey moved for approval of Redd Funeral Service to be restricted out of Estep Funeral Service, P. A. located at 1300 Eutaw Place, Baltimore, Maryland. A motion was made and approved pending paperwork and final inspection.

Mr. Bailey moved for approval of Heaven Bound Cremation Services, LLC for a crematory located at 4445 Crain Highway, White Plains, Maryland. A motion was made and approved pending paperwork and final inspection.

LICENSURE COMMITTEE REPORT

Jim Govoni, Chair moved for approval of the following applicants.

Apprentice

Mr. Govoni moved for approval of Kavita Pavamani for apprenticeship with Eckhardt Funeral Chapel with James Eckhardt as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Tabitha Tully-Bishop for apprenticeship with Wylie Funeral Home with Devin Conner as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Lisa Thornton for apprenticeship with Wiseman Funeral Home. A motion was made and approved pending final paperwork.

Mr. Govoni moved for approval of Whitney Foard for apprenticeship with R.T. Foard Funeral Home, P.A. with Robert T. Foard Jr. as her sponsor for services and Richard Goodie as her embalming sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Amanda Mark for apprenticeship with R.T. Foard Funeral Home, P.A. with Sarah M. Frey as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Heather Marie Clark for apprenticeship with Hubbard Funeral Home, Inc. with Richard C. Snider as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Christopher Peltz for apprenticeship with Ambrose Funeral Home with Sean Ambrose as his sponsor for services and Rebecca Robinson as his embalming sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Nicholas Hassani for apprenticeship with Evans Funeral Chapel and Cremation Services with Duane Bartley as his sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Kathleen Mary Barranco for apprenticeship with Barranco & Sons P.A. Serverna Park Funeral Home with Tyler Clymer as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Clint Lewis for apprenticeship with Gasch's Funeral Home, P.A. with Claudette Gasch Lanning as his sponsor. A motion was made and approved.

Mortician via waiver of Apprenticeship

Mr. Govoni moved for approval of Robert Bryan Allison for mortician via waiver of apprenticeship. A motion was made and approved.

Mortician

Mr. Govoni moved for approval of Brittney Greene for her mortician's license. A motion was made and approved.

Mr. Govoni moved for approval of Alexander Jaeger for her mortician's license. A motion was made and approved.

Crematory Operator

Mr. Govoni moved for approval of Kevin Warner for crematory operator. A motion was made and approved.

Transporter

Mr. Govoni moved for approval of Delonta Marbury for registered mortuary transporter. A motion was made and approved.

CONTINUING EDUCATION UNITS COMMITTEE

In Dr. Camille Bryan's absence, Dr. Elzaree reported on the following CEU's.

Earl Canapp/Ruck Funeral Homes – Cremation-Required Authorization & Disposition of Body – February 6, 2017 – 1 CEU.

Earl Canapp/Ruck Funeral Homes – FTC Funeral Rule – January 16, 2017 – 1 CEU.

Earl Canapp/Ruck Funeral Homes – Funeral Directors and Morticians Cremation Decisions – March 20, 2017 – 1 CEU.

Earl Canapp/Ruck Funeral Homes – Funeral Personalization – February 20, 2017 – 1 CEU.

Earl Canapp/Ruck Funeral Homes – Maryland Statute and Regulations – March 6, 2017 – 1 CEU.

Ed Ranier – OSHA Compliance – November 14, 2016 – 3 CEU’s.

David L. Bednar – OSHA Compliance – Donaldson FH Odenton **Closed** – November 9, 2016 – 1 CEU.

David L. Bednar – OSHA Compliance – Donaldson FH Laurel **Closed** – November 9, 2016 – 1 CEU.

David L. Bednar – OSHA Compliance – Tarring-Cargo FH **Closed** – November 10, 2016 – 1 CEU.

David L. Bednar – OSHA Compliance – Thomas FH **Closed** – November 17, 2016 – 1 CEU.

Delmarva Funeral Service Association – What does a Forensic Investigator Do? – November 17, 2016 – 2 CEU’s.

Delmarva Funeral Service Tour of Port Mortuary – November 3, 2016 – 1 CEU.

Mr. March reported we are still seeing applications for CEU’s coming in the Board with less than 60 days of the class being given. The Board asks that all applications be submitted no less than 60 days, giving the Board the opportunity to review and respond.

Mortuary Transport Service

Mr. Bailey moved for approval of M&M LLC Transport Service, 12536 Surrey Circle Drive, Fort Washington, Maryland. A motion was made and approved.

OLD BUSINESS

Mr. March reported the crematories and mortuary transport licenses expired September 30, 2016. The late fee for those licenses begin October 15, 2016. There are a few transport companies that have not renewed.

On October 4, 2016 the Board had an open meeting to address the proposed regulations for apprenticeship and the Family Security Trust Fund. The Board has been presented with questions and concerns or comments that were made that were incorporated into those proposed changes. Mr. March addressed the Family Security Trust Fund regulations and apprentice regulations, and asked for a vote of approval. Mr. Govoni made a motion to accept the proposed changes to the regulations. The proposed changes will be submitted for approval.

The Board discussed the issue of delegation of the responsibilities of the sponsor to another licensee within the firm they are employed with. The current regulations do allow for licensed embalming sponsors or licensed funeral service sponsors to delegate their responsibility to another licensee. The Board clarified that a sponsor may delegate supervision of an apprentice to another licensed individual employed by the same firm. Mr. Govoni made a motion to accept the new regulations as presented. A motion was made and approved. Kristen Neville, Legislation Specialist explained to the audience the process once the Board voted to accept the proposed regulations.

LEGISLATIVE UPDATE

The Secretary has signed the sanctioning guidelines. There is a work group that has been formed by the Attorney General’s office on issues of Boards and their responsibilities with regards to the functioning of a Board acting on behalf of the State and whether or not the State has sufficient oversight over the Boards. Mr. March has been asked to serve on the Board’s work group. They have had two meetings and two more meetings have been scheduled. The Boards are working on

whether there are any issues in Maryland with the Boards operating in such a way that they do not have sufficient supervision.

AJOURNMENT

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