

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS
OPEN SESSION MINUTES
JULY 8, 2015

The meeting was called to order at 11:40 am with a quorum by Victor C. March, Sr., President.

BOARD MEMBERS PRESENT

Victor C. March, Sr., President
D. Lynn Newman, 1st Vice President
James Govoni, 2nd Vice President
Vernon Strayhorn, Sr., Secretary
Gladys Sewell
Dr. Camille Bryan
Wayne Cooper, Esq.
Robert Bradshaw
Lynn Shuppel CPA

ABSENT BOARD MEMBERS

Dr. Ahmed Elzaree
Dr. Hari P. Close

STAFF

Ruth Ann Arty, Executive Director
Darlene Cline, Licensing Chief
Thomas Anderson, Health Occupations Inspector
Robert Lessels, Compliance Officer
Anthony DeFranco, Board Counsel

Mr. March moved for approval of June's minutes. A motion was made and seconded.

ADMINISTRATIVE REPORT

Ms. Arty, Executive Director began by welcoming Mr. Keith Roberson, the newly elected President of the Maryland State Funeral Directors Association. Ms. Arty also welcomed back Mr. Brian Burke, of CCBC's Mortuary Science Program, and Keith Downey, who recently left the Board.

It has been a busy month with trainings. The Human Dignity Act and the Transportation Regulations are being taught in multiple locations around the state. Please check the website for upcoming dates, times and locations. A few hospitals have denied removal because they have chosen to comply with the law and say removals may not be made in Maryland unless you are either one the exempt status funeral homes or a mortuary transit

company. Delaware has made changes to their mortuary transit law. On June 30th they did vote into law a complete reform of the mortuary laws, many of them mirroring changes Maryland made as they are trying to keep their standards across the state borders. Also, West Virginia has contacted the Board this month on transport, as they are trying to educate their licensees to comply with Maryland's law while in Maryland. Additionally, the director of the West Virginia Board would like to know if you are a crematory in Maryland, are crematories asking for the seal from the West Virginia Medical Examiner's Office. It is not a requirement in Maryland, however it is in West Virginia, and there are a couple of concerns for the West Virginia Board. If you are a crematory operator/owner, please e-mail Ms. Arty the information so she will be able to get this information to West Virginia in order to cooperate with our bordering states. Ms. Arty and Mr. March have been invited to the Delaware Board meeting on July 28, 2015, and are looking forward to attending as well as an interchange with them in regards to several new issues including their new laws, mortuary transit and reciprocity. Ms. Arty will also be attending the D.C. board meeting.

The Board recognizes there are still licensees having problems with the electronic death registry system. Ms. Arty is planning on having a meeting with Dr. Horon, the executive of Vital Statistics to smooth some things out that are happening constantly. There is a dissidence between what they can put in their systems and what is being put on copies. We want to get more information so we can pass along some things that will prevent you from getting your death certificate kicked out of the system. Also, if you are making a removal from the state, you must be sure not to just list the out of state funeral home, as they are not in the electronic system. We also have tentative meetings set up with Dr. Fowler and OCO to discuss some issues with the forensic investigators, removal, family input and death certificate issues. By September, we should have some feedback to make it easier for Maryland licensees.

The Board continues to move forward on the interview process for a new investigator, which is a difficult process, as it is not an easy fit for a lot of people.

Mr. March added that many licensees are still submitting manual death certificates for filing. When a manual death certificate is submitted to vital records for filing, they are accepting it and then converting it to a digital electronic death certificate. Many times they cannot determine the signature of the licensee, so they are just selecting anyone who has already registered. In order for them to select the appropriate licensee on the digital, we are asking you add your "M" number to the paper death certificate.

EXECUTIVE COMMITTEE REPORT

Mr. March announced today was the 1st meeting of the new fiscal year.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

Ms. Gladys Sewell, Chair reported there was currently \$839,583.07 in the fund. Also there was approximately \$6,400.00 paid out of the fund.

PRE-NEED COMMITTEE REPORT

Mr. Newman, Chair of the Pre-need Committee reported that during audits of various funeral homes, it has been discovered that there are still mandatory statements being left off of the pre-need forms, with regards to the family security trust and the statement that not all charges appear at the time of death that are on the prearrangement. We have had contact with some insurance companies that have not been putting this on their form. We want to make sure licensees know if you use an insurance company statement of goods and services, the licensees are responsible for the statement of Maryland law, not the insurance company.

FUNERAL ESTABLISHMENT / INSPECTION COMMITTEE REPORT

Mr. Bradshaw, Chair asked Jim Govoni to chair the meeting. Mr. Govoni reported on the following establishments.

Restricted Establishment

Jerome and Donna Znamirovski of Gonca Funeral Service, P.A. is requesting a restricted establishment for arrangements, identification, and selection of urns. A motion was made and approved pending paperwork.

Bennie Smith is requesting a restricted establishment for The Bennie Smith Life Celebration Center, restricted out of Bennie Smith Funeral Home in Salisbury. A motion was made and approved pending paperwork.

Name Approval/Change

Melanie Wilhelm Dunaway name approval and name change with her corporate license from the Hysong Company A Maryland Corporation, Melanie Wilhelm Dunaway to Rapp Funeral and Cremation Services Incorporated. A motion was made and approved.

Name Change

Melanie Wilhelm Dunaway requests Rapp Funeral and Cremation Services by Melanie Wilhelm Dunaway to Rapp Funeral and Cremation Services, Inc. A motion was made and approved.

Name Approval

Charles R. Hinds is requesting a name approval for Charles Hinds Funeral Home, P.A., a full service establishment including a small chapel. A motion was made and approved.

LICENSURE COMMITTEE

Mr. Govoni, Chair reported on the following Licensees.

New Sponsor

Erik Avant requested a change of his current sponsor to Robert Eckel of Sol Levinson & Bros, Inc. A motion was made and approved.

Samantha Flanagan is requesting dual sponsorship with Juanita Collins and Sherri Collins-Witkze of Harry H. Witkze's Family Funeral Home, Inc. A motion was made and approved.

Chidinma Sheena Anyanwu is requesting Randolph Horton of Horton Funeral Home be her funeral service sponsor, we will revisit in September for embalming sponsor. A motion was made and approved.

Mortician

Mr. Govoni moved for approval of Kimberly Moore for mortician. A motion was made and approved.

Mr. Govoni moved for approval of Logan Cook for mortician. A motion was made and approved.

Mr. Govoni moved for approval of Michael Wiener for mortician. A motion was made and approved.

Transport Companies

Mr. Govoni moved for approval of Sunrise MTS, LLC for Mortuary Transport Service. A motion was made and approved.

Mr. Govoni moved for approval of Berry O. Waddy Mortuary Transport Service, for Mortuary Transport Service. A motion was made and approved.

Mortuary Transporters

Mr. Govoni moved for approval of Sharon O. Waddy for Mortuary Transporter. A motion was made and approved.

Mr. Govoni moved for approval of Lillian Waddy for Mortuary Transporter. A motion was made and approved.

Mr. Govoni moved for approval of Berry O. Waddy for Mortuary Transporter. A motion was made and approved.

Mr. Govoni moved for approval of Yashami Vasquez for Mortuary Transporter. A motion was made and approved.

Mr. Govoni moved for approval of Waverly Branch for Mortuary Transporter. A motion was made and approved, pending paperwork.

Courtesy Card

Mr. Govoni moved for approval of Francis Hunt for Courtesy Card. A motion was made and approved.

Mr. Govoni moved for approval of Randolph Minter for Courtesy Card. A motion was made and approved.

Mr. Govoni moved for approval of Alfred Little for Courtesy Card. A motion was made and approved.

CEU COMMITTEE REPORT

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

New CEU's

The Dodge Company is requesting 9 CEU's for The Dodge Technical Seminar Las Vegas 2015, November 12-13, 2015. A motion was made and approved.

The Dodge Company is requesting 2.25 CEU's for The 2015 Dodge Wreaths across America Project, December 10-13, 2015. A motion was made and approved.

International Order of the Golden Rule is requesting 6 CEU's for Regional Workshop: Fresh Approaches to Funeral & Memorial Services, August 7, 2015. A motion was made and approved.

Selected Independent Funeral Homes is requesting 9.75 their 2015 Annual Meeting, September 16-19, 2015. A motion was made and approved.

Old CEU's

NFDA is requesting 6 CEU's for NFDA Certified Crematory Operator Program, September 15, 2015. A motion was made and approved.

NFDA is requesting 6 CEU's for NFDA Certified Pre-Planning Consultant (CPC) Program Seminar, August 6, 2015. A motion was made and approved.

David Bednar is requesting 2.5 CEU's for 2015 Annual Renewal Training (**CLOSED**), September 24, 2015. A motion was made and approved.

OLD BUSINESS

Ms. Arty reported there are several mortuary transit firms that have not brought their vehicles to the 5 locations around the state for inspections. Funeral homes that wish their vehicles inspected before their time every 2 years, should e-mail Mr. Thomas Anderson, and when there is a collective group he will schedule the inspection at 4201 Patterson Avenue. Mortuary Transit companies are on the Board's website for verification. The individual transporters are being added by our new compliance officer.

NEW BUSINESS

Mr. March reported July begins a new fiscal period, this is also the time when new Board members are assigned to various committees.

The Complaint Committee

Wayne Cooper, Chair

Jim Govoni

Lynn Shuppel

Mark Bailey

Pre-Need Committee

D. Lynn Newman, Chair

Gladys Sewell

Lynn Shuppel
Vernon Strayhorn, Sr.

CEU Committee

Dr. Ahmed Elzaree, Chair
Dr. Camille Bryan

Family Security Trust Fund Advisory Committee

Gladys Sewell, Chair
Lynn Shuppel

Licensure Committee

Jim Govoni, Chair
Dr. Camille Bryan
Bob Bradshaw

Establishment/Inspection Committee

Bob Bradshaw, Chair
Gladys Sewell
Vernon Strayhorn, Sr.
Dr. Ahmed Elzaree

Rehab Committee

Jim Govoni, Chair
Dr. Ahmed Elzaree

*This Board is required to review their current regulations and submit a report to AELR by August 1, 2015 for regulations that are more than 10 years old. The Board has gone through this process, reviewing our regulations, and have made proposed new regulations. We will then create a committee where we will invite licensees that represent all the in state associations to review the proposed regulations as well as for comments/input. We have tentatively set a date for September 23, 2015 for that meeting. Ms. Arty added the Board is aware that it must have open public meetings. The meeting is for input before the open public meeting.

ADJOURNMENT

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