

**MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS
OPEN SESSION MINUTES
JULY 13, 2016**

The meeting was called to order with a quorum at 1:10 p.m. by Victor C. March, President.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

STAFF

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

The meeting was called to order at 1:10 pm. Mr. March moved for approval of June's open session minutes.

ADMINISTRATIVE REPORT

Ms. Arty began by offering condolences to the Morton family of James A. Morton and Sons Funeral Homes, Inc. James Morton Sr. passed a couple of months ago, and his son Micky passed a month after that, and this week Micky's son James III passed. Also, condolences to Dottie Hector's family. Dottie passed this month, which is a significant loss in the industry, as she was very active in the state, and nationally. Burrier-Queen Funeral Home also experienced the death, Mr. Covin's mother-in-law passed.

The Board has resumed giving the Mortuary Transport and Human Dignity classes. There was a new interpretation of the transport laws and the Board was clarifying those. There is a letter on the Board's website that explains the perimeters as the Board now understands them, in conjunction with consultation with the Attorney General's office.

We are noticing that people are still having problems with the change in the pre-need statute that was made over two years ago. The Board will offer a pre-need as well as a crematory regulation class in August, free of charge, for everyone who wants to take it in person, and may want help with their forms.

We have had a couple of calls regarding some confusion of the irrevocable assignment form. The irrevocable assignment form was created by the pre-need committee to address a need. It is not a required form. It is available to everyone and is compliant with the statute. It is to ensure that people with Medicaid, that must spend down, have a vehicle to assign their policy so they don't lose their benefits. At the same time, the form supports the funeral establishments as it guarantees payment at the time of death. Mr. March added he feels a lot of confusion stems from the fact that funeral homes believe the form needs to be used on every pre-need contract. The form is designed specifically for a pre-existing insurance policy that is already in place, however because it is an asset that may need to be transferred or set aside for Medicaid or Medicare purposes. If you have a client that is at risk of losing their benefits and the insurance company is insisting on using their own forms and it is not consistent with Maryland laws you should email Ms. Arty, and she will reach out to the legal department of those insurance companies.

It used to be when applicants took the exam, we only told them if they passed or failed. In the present system, we give applicants their score and we offer a tutoring session before the next exam. It is important that people know they should study for the exam, if you are a long time mortician reciprocating from another state. We want you to understand the law and not just squeak by with the exam. If anyone needs help we have the tutoring class available.

Vehicle inspection stickers for mortuary transporters are dated 2016, which means they are due to expire 10/16, 11/16 and 12/16. Thomas Anderson will set up inspection stations around the perimeter of the state and information will be posted on the Board's website, so you can voluntarily bring your vehicle in for inspection and get a new sticker.

EXECUTIVE COMMITTEE REPORT

No report.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

Gladys Sewell, Chair reported there is currently \$951,625.04 in the fund. The Committee met July 12, 2016 and the regulations were updated at that meeting. There will be another meeting September 6, 2016 at 1:30 pm. This meeting will allow the public to discuss the regulations that were proposed by the Committee. She also reported there have been 3 disbursements from the Family Security Trust Fund totaling between \$13,000 and \$14,000.

PRE-NEED COMMITTEE REPORT

D. Lynn Newman, Chair reported the biggest ongoing problem is the requirements on the pre-need forms for the non-guaranteed as opposed to guaranteed, and reporting the size of the font, some of the wording is not appropriate. We are working with funeral homes to revise and correct their contracts so they pass state law. Discussions are ongoing with the insurance companies who are refusing to use the irrevocable assignment form and want to assign ownership to funeral homes.

ESTABLISHMENT COMMITTEE REPORT

Jim Govoni, Chair, reported on the following establishments.

Establishments

Mr. Govoni moved for approval of Geoffrey Miller's, Miller's Metropolitan Chapel, P.C., restricted out of William C. Brown Community Funeral Home located at 1206 West North Avenue, Baltimore, Maryland. A motion was made and approved.

Mr. Govoni moved for approval of Colt Morningstar Black's, Blacks Mortuary and Cremation Service, P.A., 60 Water Street, Thurmont, Maryland, arrangements only, restricted out of Fletchers Funeral Home and Cremation Services, 254 East Main Street, Westminster, Maryland. A motion was made and approved pending final inspection.

Name Approval

Mr. Govoni moved for approval of Roger J. Mason Funeral Service restricted out of Marzullo Funeral Chapel, located at 6009 Harford Road, Baltimore, Maryland. A motion was made and approved.

Crematory Permit

Mr. Govoni moved for Chesapeake Cremation Service, LLC located at 7401 Belair Road, Baltimore, Maryland. A motion was made and approved pending final inspection

Mortuary Transport Services

Mr. Govoni moved for approval for Kingdom Life Transportation Corporation. A motion was made and approved pending final paperwork.

LICENSURE COMMITTEE REPORT

Apprentice

Mr. Govoni moved for approval of Tinika Walters-Coleman for apprenticeship with John L. Williams IV Funeral Directors P.A. with John L. Williams as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Shelby Clark for apprenticeship with Briscoe-Tonic Funeral Home for Funeral Direction only. Karen R. Carrington will sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Trenice Vincent for apprenticeship with Briscoe-Tonic Funeral Home for Funeral Direction only. Karen R. Carrington will sponsor. A motion was made and approved.

Mortician

Mr. Govoni moved for approval of Erik Michael Avant for his mortician's license. A motion was made and approved.

Mr. Govoni moved for approval of Andrew Michael Osmeyer for his mortician's license. A motion was made and approved.

Mortician via Waiver

Mr. Govoni moved for approval of Octavia Waugh for her mortician's license via waiver of apprentice requirements. A motion was made and approved.

Reinstatement

Mr. Govoni moved for approval of Shawn Wells for reinstatement of his mortician's license. A motion was made and approved.

Personal Representative License

Robert Hector is applying for a personal representative license for the estate of Dorthea Hector, Phillips Funeral Home, Baltimore, Maryland. A motion was made and approved.

Courtesy Card

Mr. Govoni moved for approval of Angie Dendy of D.L. McClaughlin Funeral Home. A motion was made and approved.

Crematory Operators

Mr. Govoni moved for approval of Lara Heather Ann Lassahn of Chesapeake Cremation Services, LLC. A motion was made and approved pending machine training.

Mr. Govoni moved for approval of Edgar F. Lassahn, Jr of Chesapeake Cremation Services, LLC. A motion was made and approved pending machine training.

Mr. Govoni moved for approval of Ronald C. Lassahn of Chesapeake Cremation Services, LLC. A motion was made and approved pending machine training.

Mr. Govoni moved for approval of Edgar F. Lassahn III of Chesapeake Cremation Services, LLC. A motion was made and approved pending machine training.

Mr. Govoni moved for approval of Stephen Kuehne of Atlantic Crematory, LLC. A motion was made and approved.

Apprentice reinstatement with a new sponsor

Mr. Govoni moved for approval of Chidinma Anyanwu for reinstatement of apprenticeship with new sponsor, Katrina F. Smith of Hines Rinaldi Funeral Home, Inc. A motion was made and approved.

Transporters

Mr. Govoni moved for approval of Kevin Taylor of Drew Removal Services for mortuary transporter. A motion was made and approved.

Mr. Govoni moved for approval of Keith McCamey of Drew Removal Services for mortuary transporter. A motion was made and approved.

Mr. Govoni moved for approval of Christopher Evans of Drew Removal Services for mortuary transporter. A motion was made and approved pending completion of paperwork.

Mr. Govoni moved for approval of Janell Johnson of Drew Removal Services for mortuary transporter. A motion was made and approved.

Mr. Govoni moved for approval of Michael Walley of Drew Removal Services for mortuary transporter. A motion was made and approved.

Mr. Govoni moved for approval of Rodell McLaughlin of Kingdom Life Transportation Company for mortuary transporter. A motion was made and approved.

Mr. Govoni moved for approval of Dwight Reid of Kingdom Life Transportation Company for mortuary transporter. A motion was made and approved.

CONTINUING EDUCATION UNITS COMMITTEE

Dr. Ahmed Elzaree, Chair, reported on the following CEU's.

MKJ Marketing – Receptions & Event Planning: The Advanced Course – August 1-2, 2016 – 6 CEU's. A motion was made and approved.

MKJ Marketing – Growing Your Online Influence – August 3, 2016 – 6 CEU's. A motion was made and approved.

Jeffrey L. Gair/Tri-County Funeral Directors Association – Living Large, Dying Large: The impact of Obesity n Funeral Services – September 8, 2016 – 1 CEU. A motion was made and approved.

NFDA – NFDA Certified Preplanning Consultant CPC – September 23, 2016 – A motion was made and approved.

Selected Independent Funeral Homes – 206 Annual Meeting- September 14-17, 2016 – 7.75 CEU's - A motion was made and approved.

NFDA – Third Party Cremation Due Diligence – September 22, 2016 – 1 CEU - A motion was made and approved.

Kip Ingram/ Montgomery Hospice – The Impact of Traumatic Loss: New Understandings, New Directions – September 16, 2016 – 6 CEU's - A motion was made and approved.

NFDA – NFDA Arranger Training – August 23, 2016 – 6 CEU's - A motion was made and approved.

OLD BUSINESS

Mr. March reported at the last meeting there was a request that the Board consider accepting CEU's that have been used for certification requirements to also be accepted for licensing renewal requirements. The Board addressed this issue back in 2015, and at that time the Board decided that CEU's could be used either for certification or renewal. Mark Bailey made a motion to

reconsider the certification and M license for crematory operators to be utilized for both, the certification and mortician's license for CEU's, moving forward. A motion was made and approved. The change is only for the future. Anyone who used them for both for the last renewal cycle needs to make up those CEUS.

Mr. Bailey reported as a result of the recent modification of the transport laws, we are working on obtaining the identifications. We will publish a date as soon as one becomes available. Mark Bailey made a motion that we accept January 1, 2016 as the beginning date for the two year cycle for the inspection of the vehicles. A motion was made and approved.

LEGISLATIVE UPDATE

Ms. Arty reported the Sanctioning Guidelines remain on the Secretary's desk awaiting his signature. The Boards, collectively, have been notified that the Secretary will be resubmitting his legislation from last year that speaks to moving all the Boards and Commissions out the health department and creating a new department of the state.

PRESIDENTS REMARKS

As president of the Board, Mr. March has the privilege to assign Board members to the various committees that operate under the Board's authority. Mr. March is going to reassign some of the Chair's for those committees giving individuals an opportunity to chair committees and take more responsibilities.

Complaint Committee

Wayne Cooper, Chair
James Govoni
Lynn Shuppel
Mark Bailey

Pre-need Committee

Gladys Sewell, Chair
Lynn Shuppel
Vernon Strayhorn, Sr.
D. Lynn Newman

CEU Committee

Dr. Camille Bryan, Chair
Dr. Ahmed Elzaree

Family Security Trust Fund Advisory Committee

Lynn Shuppel, Chair
Gladys Sewell
Edgar Lassahn – Maryland State Funeral Directors Association
Dr. Hari P. Close – Maryland State Funeral Directors

Licensure Committee

Jim Govoni, Chair

Dr. Camille Bryan
Robert Bradshaw
Mark Bailey

Establishment Committee

Mark Bailey, Chair
Gladys Sewell
Vernon Strayhorn, Sr.
Dr. Ahmed Elzaree

Ad-Hock Committee (Rehabilitation Committee)

Dr. Ahmed Elzaree, Chair
Jim Govoni

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.