

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS
OPEN SESSION MINUTES
MAY 13, 2015

The meeting was called to order at 11:45 am with a quorum by Victor C. March, Sr., President.

BOARD MEMBERS PRESENT

Victor C. March, Sr., President
Robert Bradshaw, Jr., 2nd Vice President
Vernon Strayhorn, Sr., Secretary
Dr. Hari P. Close
Gladys Sewell
James Govoni
Dr. Camille Bryan
Wayne Cooper, Esq.
Dr. Ahmed Elzaree
Lynn Shuppel, CPA

ABSENT BOARD MEMBERS

D. Lynn Newman, 1st Vice President

STAFF

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

Victor C. March, Board President called the meeting to order at 11:45 a.m. He began the meeting by welcoming the new board members. Ms. Lynn Shuppel, the new consumer member, is a retiree from a pension consulting firm as a CPA for 23 years and Mr. Robert Bradshaw, Jr., who is a licensee and former board member. The following members have been reappointed to the Board: Mr. Wayne Cooper, Dr. Camille Bryant and James Govoni.

A motion was made and seconded for approval of the April Minutes.

ADMINISTRATIVE REPORT

Ruth Ann Arty, Executive Director, reported we have been assigned a permanent room for meetings. The new room will include a Wi-Fi connection, multiple electrical outlets, T.V. screens and new furniture.

On April 17, 2015, Ms. Arty and Mr. March participated in the CCBC program to offer CEU's to individuals that needed them for licensure. Updates from the legislature, mortuary transport regulations and pre-need law were discussed at length. As we went through CEU's for licensure renewal, we noticed a lot of people had taken their pre-need CEU before the law was changed in July of 2014. If you took your pre-need credit for renewal prior to the statute change last year, you are probably not up on the current law or the current forms.

Licensure renewal was very busy, and due to the riots, State offices including the mail room were closed for two days. However, every renewal that arrived before the deadline was updated online for verification before expiration, and stickers followed.

The Board received a lot of out of state CEU's. The regulations state there should be twelve Board approved credits. Please check the Board's website for approved courses. We did accept some national courses that were presented to us, that were not submitted to the Board. If it was a course that would apply across the country, Ms. Arty, the CEU Committee and the Licensure Committee accepted the course. In February, the CEU Committee called for a discussion and vote on certification programs. The public discussion was if you are using credits for certification, they should not then be submitted for CEU's. Ms. Arty, as Director, accepted them this renewal just to get licenses out. In the next licensing cycle, licensees cannot use the same CEU's for more than one purpose.

We are doing well with Mortuary Transport Service Permits. There are more applications coming in, involving more jurisdictions around our state as our statutes and regulations are being understood. The medical examiner is continuing to provide the Board with a list that tells who picked up decedents, and that list is shared with the Board Investigator. It was Ms. Arty's recommendation that we do not act on the list until after September 1, 2015 when everyone should be in compliance. If you are sending unlicensed transporters or contractual employees from an establishment that should have applied as a transport company, the Board is aware. The ID's will begin to be issued in August when there is no Board meeting. The Office of Health Care Quality Assurance has submitted a regulation that will be subject the Mortuary Transport Service Regulations.

Crematory licensing is continuing. There are a couple of crematories being built in the State and we are getting a lot of crematory operator applications. There is Human Dignity training next month. The date will be posted on our website and emails will be sent out as a reminder of the date.

EXECUTIVE COMMITTEE REPORT

Mr. March asked the Chair of the Nominating Committee, Mr. Vernon Strayhorn, Sr. to provide the nominations for the Board. Mr. Strayhorn reported for President, Victor C. March, Sr., 1st Vice President, D. Lynn Newman, 2nd Vice President, James Govoni and Secretary, Vernon Strayhorn. A motion was made and seconded.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

Gladys Sewell, Chair reported there is currently \$833,458.07 in the fund. The next meeting will be October 13, 2015 at 1:00 p.m. Ms. Arty added HB 58, which states you may not be in an elected position on any association and serve on an advisory committee. That bill will affect our advisory committee.

PRE-NEED COMMITTEE REPORT

In D. Lynn Newman's absence, Mr. March reiterated that many of the firms are using the old form which is not approved for pre-need as of 7/1/2014. Also, a few people are still using the old insurance forms that have not been revised to comply with the new pre-need laws.

FUNERAL ESTABLISHMENT / INSPECTION COMMITTEE REPORT

Dr. Close allowed Jim Govoni to chair the meeting.

Restricted Establishment

Colt Morningstar Black is asking for a restricted establishment, Black Mortuary and Cremation Services, PA, to be restricted out of Fletchers Funeral and Cremation. A motion was made and approved pending paperwork.

Name Approval

Thomas Fletcher is asking for approval of the name Central Maryland Cremation Services by Fletcher. A motion was made and approved.

LICENSURE COMMITTEE REPORT

Jim Govoni reported on the following applicants:

Funeral Director

Mr. Govoni moved for approval of Judith McComas for funeral director. A motion was made and approved.

Apprentice

Mr. Govoni moved for approval of Malcolm Sweet for apprenticeship. A motion was made and approved.

Mr. Govoni moved for approval of Calvin Cherry for apprenticeship. A motion was made and approved.

Mortician via Reciprocity

Mr. Govoni moved for approval of David Greiner for Mortician. A motion was made and approved.

Mr. Govoni moved for approval of Richard Verfaille for Mortician. A motion was made and approved.

Mr. Govoni moved for approval of Carter Wagoner for Mortician. A motion was made and approved.

Mr. Govoni moved for approval of Antoinette Cannady for Mortician. A motion was made and approved pending paperwork.

Reactivation of Morticians License

Mr. Govoni moved for approval of Gwendolyn Young for Mortician. A motion was made and approved.

Mortician

Mr. Govoni moved for approval of Kyle Glenn for Mortician. A motion was made and approved.

Crematory Operators

The following applicants have been approved for a fully operational Crematory Operators Permit:

Lori Wroten

Timothy Bell

Charles A. Emge

Ryan Matthews Hughes

Michael J. Pachkoski

David B. Walker

William Chambers

The following applicants have been approved for a 6 month Crematory Operators Permit pending equipment certification by crematory manufacture:

Scott R. Hendershot

G. Douglass Stauffer

Brandon James Cochran

Renee Adams

Transporters

The following applicants have been approved for a transporter permit:

Angela Vest

Levon Lucas

CEU COMMITTEE REPORT

Dr. Camille Bryant gave the following report:

New CEU's

Shelton Hackett Sr. Funeral Directors Association of Metropolitan Washington D.C. requested 6 CEU's for its course, Maryland Pre-Need Law and other pertinent Funeral Business Topics. Only the Maryland Pre-Need Law Credit was approved for 1 CEU. A motion was made and approved.

NFDA requested 1 CEU for its course Exit Planning for a Family Owned Business. A motion was made and approved.

CANA requested 12 CEU's for its 2015 97th Annual Hancock Convention. A motion was made and approved.

NFDA requested 2.25 CEU's for NFDA's Annual Leadership Conference. A motion was made and approved.

Pre-Approved CEU's

Regulatory Support Services

Pushing the Envelope – OSHA Enforcement 6/3, 6/4, 6/5. 1 CEU's

Breaking the Chain of Infection 6/3, 6/4 1 CEU

Compliance with Hazcom2012 – Why Do I Need a SDS for that? 6/4

OSHA Training Compliance with Hazcom2012- Why do I need a SDS for that? 6/5

Vehicle Inspections

The Board is inspecting vehicles during establishment inspections. Firms have also been emailing Tom Anderson and coming to the Board on days he is in the building. Currently there are not mass inspections scheduled.

Electronic Communication

The Board has committed to provide information to our licensees and notify them of information related to our profession. We are going to do this through electronic communication, which will be our preferred method of communication going forward. If you have not provided the Board with your email address please do so.

Domestic Partnership

It has been years since the State has allowed domestic partnership to be equal to spouse for the right to final disposition. The new law states it does not have to be a same sex partner. There is an online tool called Justia Law that gives a list of qualifications that people must have to prove domestic partnership.

Bill Signing

SB 391 State Board of Morticians and Funeral Directors clarifying that a specified process for regulating crematories must provide for the registrations for crematory operators, or the issuance for permits for operating crematories require specific applicants to the State Board of Morticians and Funeral Directors to submit to the Board a criminal history records check or submit to the Board a criminal history check conducted by an accredited agency approved by the Board. Effective 10/1/2015.

HB 463 Clarification of ownership on the operation of a funeral establishment. Only a licensee can own an establishment.

SB 433 Address the unclaimed for 90 days, human remains of Veterans. Effective 10/1/2015.

HB 561 Provides notice of vacancies on the Board through written notices to individuals as well as one public announcement

HB 624 increases the maximum amount from \$10,000 to \$15,000 that a court may allow for specified funeral expenses if the state is solvent. Effective 10/1/2015

HB 729 Allows the Board to issue cease and desist orders for never licensed individuals and a \$5000 per day penalty. Effective 10/1/2015.

AJOURNMENT

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.