

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING  
THURSDAY AUGUST 2, 2018  
INDIANA GOVERNMENT CENTER SOUTH, ROOM W064  
402 W WASHINGTON STREET  
INDIANAPOLIS, IN 46204**

**CALL TO ORDER**

The meeting was called to order at 11:00 a.m. by Christopher Cooke, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

**BOARD MEMBERS PRESENT:** Christopher Cooke, Chairman  
Donald Alford, Vice Chairman  
Thomas Sproles  
Frank Downing  
Theodore Mau  
Roland Cutter

**BOARD MEMBER ABSENT:** Tasha Smith, State Department of Health

**STATE OFFICIALS PRESENT:** Tracy Hicks, Board Director  
Shawwna Ervin, Assistant Board Director  
Donald Hannah, Deputy Attorney General

**ADOPTION OF THE AGENDA**

The agenda was adopted.

Sproles/Alford  
6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Donald Alford, Frank Downing, Eric Vance, and Roland Cutter  
Motion carried.

**ADOPTION OF THE MINUTES OF THE JUNE 7, 2018, MEETING OF THE BOARD**

A motion was made and seconded to approve the minutes of the June 7, 2018 meeting.

Cutter/Sproles  
6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Donald Alford, Frank Downing, Ted Mau, and Roland Cutter  
Motion carried.

**PERSONAL APPEARANCE FOR COMPLIANCE WITH THE FINDINGS OF FACT, ULTIMATE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER**

Ridgelawn-Mount Mercy Cemetery, CM4000002, CA09100095, 2016 SBFCS 0023

Respondent appeared and provided a detailed written report to the board.

**ADMINISTRATIVE HEARINGS**

1. Administrative Hearing in the matter of John Brazzell, FD20200067, 2018 SBFCS 0003

A motion was made and seconded to extend the summary suspension for 90 days.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

2. Administrative Hearing in the matter of Matthew Fitzthum, FD29700015, 2018 SBFCs 0004

A motion was made and seconded to extend the summary suspension for 90 days.

Downing/Sproles

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

## **OFFICE OF THE ATTORNEY GENERAL CONSUMER PROTECTION DIVISION REPORT**

Written report provided.

### **APPLICATION FOR FUNERAL DIRECTOR INTERN LICENSE**

1. Jennifer Rose Jordan

A motion was made and seconded to approve the application.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

2. Tonya Marie Smith

A motion was made and seconded to approve the application.

Sproles/Alford

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

### **APPLICATIONS FOR FUNERAL DIRECTOR LICENSE**

1. Jay Amburgey

A motion was made and seconded to approve the application.

Sproles/Downing

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

2. Kristen Yonts

A motion was made and seconded to approve the application.

Sproles/Cutter

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter

Motion carried.

### **VERIFIED COMPLAINT REQUESTING CEMETERY MAINTENANCE ASSISTANCE**

1. Jean Buckley  
Re: Crown Hill Cemetery, Hobart

It was the decision of the board that staff call the county assessor's office to confirm who the owner is and how to contact them.

## **VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND**

### **A. Palmer Funeral Home-West Chapel for Rosie Harvey**

Re: Clark O'Neal Funeral Home, FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$9360.00 plus interest not to exceed the amount of the at-need contract.

Sproles/Mau  
6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Donald Alford, Frank Downing, Ted Mau, and Roland Cutter  
Motion carried.

### **B. Donald Prendergast for Beverly Prendergast**

Re: Kraft Funeral Home, FH10000005 (Revoked)

A motion was made and seconded to deny the request because Kraft Funeral Home has fulfilled the contract and the board has no jurisdiction in this matter.

Sproles/Cutter  
6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Donald Alford, Frank Downing, Ted Mau, and Roland Cutter  
Motion carried.

## **REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES**

A motion was made and seconded to approve the following:

### **COURSES FOR APPROVAL – No Indiana Law Courses**

#### **Wabash Valley Funeral Directors Association – CE21400020**

- Burial Vault Construction, Design, Purpose and Benefits, Marketing and Presentation...06/12/2018 – 4 CEU
- Funeral Home Marketing and Advertising...TBD – 2 CEU

#### **Madison County Funeral Directors Association – CE10800768**

- Cremation Piece's and Urns- Construction & Merchandising...8/14/2018 – 2 CEU
- Walking a Family Through Loss...10/23/2018 – 2 CEU

#### **Louise Gohmann – Pending Provider**

- Build a Better Funeral Director...Ongoing – 1 CEU
- Funeral Service Sociology...Ongoing – 1 CEU
- The Alternative Container Project...Ongoing – 1 CEU
- The Future of Mortuary Education...Ongoing – 1 CEU

#### **Calvin Lewis – Pending Provider – Pending Provider**

- The GPL and the FTC...Ongoing – 1 CEU (law)
- The Death of George Washington...Ongoing – 1 CEU
- The Future of Mortuary Education...Ongoing - CEU

**Frazer Consultants – Pending Provider**

- Why Ceremonies Matter...11/14/2018 – 1 CEU

**Preferred Funeral Directors International – CE10800804**

- PFDI 2018 Convention...9/9-9/12 /2018 – 12 CEU

**Funeral Directors Life Insurance Company – CE21100035**

- Indiana Preneed Law-Subtle Nuances...Ongoing – 1 CEU
- Who's In Charge...Ongoing – 1 CEU

4/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, and Roland Cutter  
Motion carried.

**HEA 1245 RULEMAKING**

Ned Hannah will speak to his colleagues to confirm that the board can approve an applicant with a disqualifying crime upon appeal by the applicant.

**CORRESPONDENCE REGARDING SCI FUNERAL SERVICES LLC**

No board action.

**ADJOURNMENT**

The meeting was adjourned at 12:51 pm.