

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
AUGUST 6, 2020**

Via Telephone Conference Pursuant to Executive Order 20-09

Access the meeting online or via telephone at:

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CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Frank Downing, 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:

Frank Downing, Chairman
Kathleen Matuszak, Vice Chairperson
Thomas Sproles
Christopher Cooke
Roland Cutter

STATE OFFICIALS PRESENT:

Tracy Hicks, Board Director
Donald Hannah, Deputy Attorney General

ADOPTION OF THE AGENDA

A motion was made and seconded to adopt the amended agenda.

Sproles/Cutter

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

ADMINISTRATIVE HEARINGS

1. Administrative Hearing in the matter of Hans Schafer, FD01001120, 2019SBFCS0012

A motion was made and seconded to reinstate the license, find Mr. Schafer is in compliance, and not require any make up hours or civil penalty.

Sproles/Matuszak

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

2. Administrative Appeal Hearing in the matter of Joe Alexander Browder, Jr., 2019SBFCS 0014

A motion was made and seconded to issue a Notice of Proposed Dismissal.

Cooke/Matuszak

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

3. Administrative Summary Suspension Extension Hearing in the matter of Mark A. Ferree, FD20600082, 2019 SBFCS 0011

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

Sproles/Cutter
5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

MOTION TO DISMISS IN THE MATTER OF NED E. DUNNICHAY, FD01020332, 2020SBFCS0001

A motion was made and seconded to deny the Motion to Dismiss the matter.

Sproles/Cutter
5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

ADMINISTRATIVE RULE HEARING AT 11:00 A.M. REGARDING LSA DOC. 19-435, CONVICTIONS OF CONCERN

A motion was made and seconded to accept the rule as the final version with no public comment.

Sproles/Matuszak
5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

MOTION FOR VOLUNTARY DISMISSAL WITH PREJUDICE

1. Washington Park East Cemetery, CM20600032 and CA40600028, 2020SBFCS0005

A motion was made and seconded to grant the Motion.

Sproles/Cooke
4/0/1

Voting in Favor: Frank Downing, Thomas Sproles, Christopher Cooke, and Roland Cutter
Recused: Kathleen Matuszak
Motion carried.

PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR FUNERAL DIRECTOR INTERN LICENSE

1. Omega Thomas

A motion was made and seconded to approve the application.

Matuszak/Cutter
5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter
Motion carried.

REQUEST FOR WAIVER OF THE FUNERAL DIRECTOR INTERN EXAMINATION

- 1. Gregory K. Huffman

A motion was made and seconded that Mr. Huffman would need to apply for a funeral director intern license and provide proof he qualifies under the current statutes and rules

Sproles/Cutter

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

RESOLUTION ON DELEGATION OF AUTHORITY

A motion was made and seconded to approve the Delegation of Authority.

Matuszak/Cutter

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

- 1. Elm Ridge Funeral Home for Leonard Douthitt
Re: Conrad Piepho Funeral Home, FH83004934 (Closed)

A motion was made and seconded to approve the request in the amount of \$4972.63 plus statutory interest not to exceed the cost of the at-need contract.

Sproles/Cutter

5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

- 2. Alford Mortuary for Clyde Lewis
Re: Clark O'Neal Funeral Home, FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$5670.45 plus statutory interest not to exceed the cost of the at-need contract.

Sproles/Cooke

4/0/1

Voting in Favor: Frank Downing, Thomas Sproles, Christopher Cooke, and Roland Cutter

Recused: Kathleen Matuszak

Motion carried.

CONTINUING EDUCATION SPONSORS AND COURSES

A motion was made and seconded to approve the report as submitted to the Board as indicated below with the exception of the Selected Independent Funeral Homes "Membership Business Session". Membership Business Session does not comply with the statutes and rules.

Sproles/Matuszak
5/0/0

Voting in Favor: Frank Downing, Thomas Sproles, Kathleen Matuszak, Christopher Cooke, and Roland Cutter

Motion carried.

COURSES FOR APPROVAL

Cremation Association of North America - CE21200016 (approved)

- Education Session- Virtual Convention...08/05/2020-08/06/2020 – 4 CEU

Danilewicz Funeral Service Inc. – Pending Provider (approved)

- Embalming Seminar...Ongoing – 4 CEU

David G. Hicks. – Pending Provider

- British Funeral Home & Customs...Ongoing – 2 CEU
- Burial Sites of England...Ongoing – 1 CEU
- Cavity Treatment...Ongoing – 2 CEU
- Restricted Cervical Injection...Ongoing – 1 CEU
- Microbes & Morticians...Ongoing – 2 CEU
- Moisture, Too litte & Too much...Ongoing – 2 CEU

International Cemetery, Cremation & Funeral Association - CE10800864 (approved)

- Crematory Operator Certification Program...09/30/2020 – 7 CEU

International Order of the Golden Rule - CE10800865 (approved)

- Shift Happens: Leading Your Way into a New Future Day 1...07/28/2020 – 2 CEU
- Shift Happens: Leading Your Way into a New Future Day 2...07/30/2020 – 2 CEU
- Shift Happens: Leading Your Way into a New Future Day 3...08/04/2020 – 2 CEU
- Shift Happens: Leading Your Way into a New Future Day 4...08/06/2020 – 2 CEU

Indiana State Training Board - CE21200008 (approved)

- 40-hour Medicolegal Death Inv. Course...09/11/2020-09/13/2020 – 20 CEU
- 40-hour Medicolegal Death Inv. Course...09/25/2020-09/27/2020 – 20 CEU

Matthews International - CE10800858 (approved)

- Funeral: Moving Families from Grieving to Remembrance...Ongoing – 1 CEU

Selected Independent Funeral Homes - CE10800819 (approved)

- Walk a Mile: You have the power to make a positive impact...10/01/2020 – 2 CEU
- Sticking Points: How to get the generations working together...10/01/2020 – 2 CEU
- Concurrent AM: Succession Planning: Member Stories...10/2/2020 – 1 CEU
- Concurrent AM: Decreasing Customer Loyalty...10/2/2020 – 1 CEU
- Concurrent AM Embracing the Customer Experience Revolution...10/2/2020 – 1 CEU
- Membership Business Session...10/2/2020 – 1 CEU (**Does not fall under the statutes and rules**)

WebCE - CE21100024 (approved)

- Death Care Trends That Are Changing Tradition...Ongoing – 2 CEU

ADJOURNMENT

The meeting was adjourned at 11:11 a.m.

Chairman

Date