

Posted: 12/3/25

## STATE BOARD OF FUNERAL AND CEMETERY SERVICE

Will meet on Thursday, December 4, 2025, at 11:00 a.m.  
Indiana Government Center South, Room W064  
402 West Washington Street  
Indianapolis, Indiana

Board Members:	Appointment Date:	Exp. Date:	Appointed by:
Frank Downing	5/23/16	9/30/29	Governor
Thomas Sproles	8/31/14	9/30/29	Governor
Christopher Cooke	8/31/14	8/31/23	Governor
Kathleen Matuszak	8/21/19	9/30/29	Governor

### In-Person Meeting Location:

Indiana Government Center South  
Conference Room #1  
402 W. Washington Street  
Indianapolis, IN 46204

### Virtual/Electronic Zoom Meeting Details:

#### Join Online on Your Computer or on the Zoom App:

<https://www.zoomgov.com/j/16076409084>  
Meeting ID: 160 7640 9084

#### Join by Phone (Audio Only):

One tap mobile:

- Dial +1 669 254 5252 (US – San Jose), and enter 16076409084#
- Dial +1 646 828 7666 (US – New York), and enter 16076409084#

Dial by your location

- +1 669 254 5252 (US - San Jose)
- +1 646 828 7666 US (New York)
- +1 646 964 1167 US (US Spanish Line)
- +1 415 449 4000 US (US Spanish Line)
- +1 551 285 1373 US (New Jersey)
- +1 669 216 1590 US (San Jose)
- 833 435 1820 US Toll-free
- 833 568 8864 US Toll-free

Meeting ID: 160 7640 9084

Find your local number: <https://www.zoomgov.com/u/aquGWNYLJ>

#### Other Ways to Join:

Join by SIP

- [16076409084@sip.zoomgov.com](mailto:16076409084@sip.zoomgov.com)

Join by H.323

- 161.199.138.10 (US West)
- 161.199.136.10 (US East)

Meeting ID: 160 7640 9084

### Additional Information:

Pursuant to the requirements of IC 5-14-1.5 (Indiana Open Door Law), the board's archived copies of the recordings of its meetings are provided on the Indiana Professional Licensing Agency's [YouTube channel](#). The board's meeting agendas and meeting minutes will be posted here [https://www.in.gov/pla/professions/funeral-and-cemetery-home/funeral-and-cemetery-board/#Funeral\\_Board\\_Minutes\\_and\\_Agendas](https://www.in.gov/pla/professions/funeral-and-cemetery-home/funeral-and-cemetery-board/#Funeral_Board_Minutes_and_Agendas) on the Indiana Professional Licensing Agency's website, as they become available.

**I. CALL TO ORDER & ESTABLISHMENT OF QUORUM**

**11:00 a.m.**

**II. ADOPTION OF THE AGENDA**

**III. ADOPTION OF THE MINUTES FROM THE OCTOBER 2, 2025, MEETING OF THE BOARD**

**IV. OLD/NEW BUSINESS**

- **Office of the Attorney General Report**
- **IPLA Compliance Division Report**
- **Personal Appearance and Consideration of Application for Funeral Director License**

1. Michael L Jones

- **Administrative Hearing; Appeal of Noncompliance**

1. John Paul Boesch, FD22200034  
Cause No.: 202510-FCB-0010

2. Deborah Ann Clabaugh, FD20400087  
Cause no.: 202510-FCB-0014

3. Ronald D Cooper, FD21100051  
Cause No.: 202510-FCB-0011

4. Kenneth A. Goins, FD01018688  
Cause No.: 202510-FCB-0013

5. Craig W. Jackson, FD08601551  
Cause No.: 202510-FCB-0009

6. Johnathan Orr, FD20700010  
Cause No.: 202511-FCB-0016

7. Jessica Scott, FD21800026  
Cause No.: 202510-FCB-0015

8. Henry Dorrall Felton, FD20900042  
Cause No.: 202511-FCB-0022

9. David Garcia Jr, FD21900049  
Cause No.: 202511-FCB-0013

10. Kevin Zurchin, FD08700133  
Cause No.: 202511-FCB-0019

- **Administrative Default Hearing**

1. Marion Cemetery Corp. dba Estates of Serenity, CM41800006  
Cause No.: 2023SBFCS0020

- **Administrative Summary Suspension Extension Hearing**

1. Adrienne McCoy, FD21800002  
Cause No.: 202509-FCB-0008

- Annual Review of the Preneed Consumer Protection Fund pursuant to IC 30-2-13-29
- Annual Review of the Consumer Protection Fund for Cemetery Maintenance pursuant to IC 23-14-48.5-6
- **Review and Approval of the Attached Proposed Late License Renewal Fee Rule**
- **Verified Complaint Requesting Restitution from the Preneed Consumer Protection Fund**
  1. Judith Willis for Neris Willis  
Re: Cole Funeral & Cremation Care, FH11000035 (Faulkner & Cole Home for Funerals) Expired/closed 12/31/18
  2. Palmer Funeral Home for Dale Ownes  
Re: Clark O'Neal Funeral Home, FH10400018 (closed)
  3. Palmer Funeral Home for Robert Baskin  
Re: Clark O'Neal Funeral Home, FH10400018 (closed)
  4. Bozell Funeral Homes-Brown Butz Diedring Chapel for Beverly Hildreth  
Re: Wilson Shook Thornburg Memorial Chapel, FH10600017 (closed)
  5. Marilyn Zehner for C. Marilyn Martin Bannister  
Re: Singleton & Herr Mortuary, FH88800021 (closed)
  6. Walker Funeral Home for Mary Clements  
Wilson-Shook Funeral Home, FH10600016 (closed)
- Review of Continuing Education Audit Files
- **Request for Funds for Emergency Cemetery Maintenance in the matter of Cresthaven Cemetery, CM42300004**
- **Consideration of Payment of International Conference of Funeral Service Examining Boards 2026 Membership Dues from the Funeral Education Fund; \$250.00**
- OAG & PLA Roles and Responsibilities
- Review and Reassignment of Zalo Wilson Funeral Homes Preneed files

**V. REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES**

**VI. ELECTION OF OFFICERS FOR 2026-2027**

**VII. ADJOURNMENT**

**Next Scheduled Meeting:**  
February 5, 2026