

**BOARD DOCUMENT 10-02**

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE  
BOARD MEETING  
THURSDAY FEBRUARY 4, 2010  
INDIANA GOVERNMENT CENTER SOUTH  
402 W WASHINGTON STREET, ROOM W064  
INDIANAPOLIS, IN 46204**

**MINUTES OF THE MEETING**

**BOARD MEMBERS PRESENT:**

Theodore Mau, Chairman  
Paul St. Pierre, Vice Chairman  
Matthew Drury  
James Todd  
Samuel Frain  
John Gerlach  
Roland Cutter  
Anne M. Patterson

**BOARD MEMBERS ABSENT:**

David McComb  
Dawn Adams, State Board of Health

**STATE OFFICIALS PRESENT:**

Tracy Hicks, Board Director  
Christina Wiseley, Assistant Board Director  
Kevin McDowell, Deputy Attorney General  
Jeanne Tucker, Inspector  
Jeri Archer, Inspector  
Kathleen Hopper-Parkhurst, Inspector

**MINUTES TRANSCRIBED AND  
COMPILED BY:**

Tracy Hicks, Board Director

**MINUTE NO. 10-04  
CALL TO ORDER**

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

**MINUTE NO. 10-05  
ADOPTION OF THE FEBRUARY 4, 2010 AGENDA**

S. Frain moved to adopt the February 4, 2010 agenda. J. Todd seconded the motion. Motion carried.

**MINUTE NO. 10-06  
ADOPTION OF THE MINUTES OF DECEMBER 3, 2009 MEETING**

J. Gerlach moved to adopt the minutes of the December 3, 2009 meeting. P. St. Pierre seconded the motion. Motion carried.

**MINUTE NO. 10-07  
PERSONAL APPEARANCE**

Representatives from Aaron-Ruben-Nelson Mortuary appeared before the board to answer questions regarding practicing without a funeral home license.

Kathleen Hopper-Parkhurst provided testimony along with telephone logs and obituaries indicating Aaron-Ruben-Nelson Mortuary was practicing at their new facility located at 11411 N. Michigan Road, Zionsville, IN 46077 without a license.

J. Todd moved to change the license status from probation to active. R. Cutter seconded the motion. Motion carried.

**MINUTE NO. 10-08**

**CORRESPONDENCE REGARDING HICKEY FUNERAL HOME, FH83007699 and FH88700010**

It was the decision of the board to send Hickey Funeral Home a letter via certified mail requesting a copy of the notification the funeral home sent to the purchasers of preneed contracts, notifying them that the funeral home licenses were terminated. They must respond to the board by March 5, 2010.

**MINUTE NO. 10-09**

**APPLICATION FOR RENEWAL OF FUNERAL DIRECTOR LICENSE**

J. Todd moved to approve the renewal of funeral director license in the matter of George D. Gardner, FD01000302 pending proof 30 hours of continuing education along with proof of payment for the hours. The 30 hours of continuing education will not count toward the next license renewal. S. Frain seconded the motion. Motion carried.

**MINUTE NO. 10-10**

**VERIFIED COMPLAINTS REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND**

S. Frain moved to approve restitution of \$3829.05 plus interest not to exceed current costs in the matter of Gerald Oberhausen for Bertha V. Glaze regarding Paul V. Shrader Funeral Home, FH83005037. R. Cutter seconded the motion. Motion carried.

J. Todd moved to table the request for restitution in the matter of Larry L. Steinke for Etta Campbell regarding Lang Funeral Home, FH19300014 pending a copy of the Lang Funeral Home contract. J. Gerlach seconded the motion. Motion carried.

J. Todd moved to deny the following requests for restitution due to the fact that there has been no loss. J. Gerlach seconded the motion. Motion carried.

- Mary E. Walker for Mary E. Walker  
Re: Marvin L. Boatright Funeral Service, FH10500002 (closed)
- Katrina Hughes for Katrina Hughes  
Re: Marvin L. Boatright Funeral Service, FH10500002 (closed)
- David Otero for Paula Otero  
Re: Christopher Funeral Home, FH19500025 (revoked)
- Sarah Talbutt for Sarah Talbutt  
Re: Kellogg Funeral Home, FH83004170 (revoked)

**MINUTE NO. 10-11**

**CORRESPONDENCE**

- A. SCI Management, notice of agreement to purchase all the outstanding common shares of Keystone North America, Inc. and questions regarding notification requirements.

J. Todd moved that they must notify their purchasers of the loss of certificate of authority pursuant to IC 30-2-13-15. He further moved to request a copy of the notification. S. Frain seconded the motion. Motion carried.

J. Todd amended his motion to add that they would need to apply for a new license because there is a new owner pursuant to IC 25-15-7-1. P. St. Pierre seconded the motion. Motion carried.

- B. Williams & Bluit Funeral Home, FH10700034, notification that the funeral home is using the embalming facilities at Lavenia Smith and Summers Funeral Home, FH10200046.

It was the decision of the board to require Nathan Bluit appear before the board at the next scheduled meeting along with a representative from Lavenia Smith and Summers to answer questions regarding preneed contracts, where the embalming is being done, and when an embalming room will be installed in the funeral home.

- C. Thomas Klopfenstein, FD29500017, notification that he will be working at Walley Mills Zimmerman Funeral Home, FH10600036.
- D. Reggie Wilburn, FD29600115, notification that he is no longer employed at Ellis Funeral Home, FH83002152
- E. Kraft/Royse Generations Funeral Home, FH10000002, notification that Calvin C. Lewis, FD20500066 is no longer employed at the funeral home.
- F. Kenneth Costin, FD01005514, notification that he is no longer affiliated with The Funeral Chapel of Powell Deckard & Costin, FH10900010.
- G. James P. Burleigh, FD01021972, notification of that he is affiliate with Neal Summers Mortuary Inc, FH10100028.
- H. Young Family Funeral Homes, Inc, FH10600002 and FB40600003, notification that Kayla Troxell, FD20900085, is employed at both facilities.
- I. Premier Funeral Homes, Inc., notification regarding Hartzler-Gutermuth-Inman Funeral Home, Inc. and Walley-Mills-Zimmerman Funeral Home, Inc.

The board determined that all three locations must have a funeral home license and certificate of authority because there is not 100% ownership in all three locations. Branch funeral homes require 100% ownership by the originating funeral home.

#### **MINUTE NO. 10-12 REVIEW OF APPLICATIONS**

It was the decision of the board to approve the application for funeral director examination in the matter of Chad Shreeve.

#### **MINUTE NO. 10-13 REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES, APPROVED**

P. St. Pierre moved to approve the continuing education sponsors and courses as follows. R. Cutter seconded the motion. Motion carried.

#### **NEW COURSES FROM PREVIOUSLY APPROVED SPONSORS**

##### **American Funeral Consultants, 16 Plattekill Avenue, New Paltz, NY 12561**

- The Changing Face of Funeral Service: Circa 2010, January 18-21, 2010, 12 ceu

##### **Aurora Casket Company, P.O. Box 29, Aurora, IN 47001**

- Plant Tour, ongoing, 1 ceu
- Plant Tour, ongoing, 2 ceu
- Meeting Needs of the Cremation Family, ongoing, 2 ceu
- No Religion, Please, ongoing, 1 ceu
- Leading the Next Generations, ongoing, 1 ceu
- Leading the Next Generations, ongoing, 2 ceu
- Marketing Today and Tomorrow, ongoing, 2 ceu
- Marketing Today and Tomorrow, ongoing, 3 ceu
- Beginning with the End in Mind, ongoing, 2 ceu
- Beginning with the End in Mind, ongoing, 3 ceu
- 4 Generations in the Funeral Home, ongoing, 2 ceu
- Making the Emotional Connection, ongoing, 1 ceu
- Making the Emotional Connection, ongoing, 2 ceu
- Making the Emotional Connection, ongoing, 4 ceu
- Making the Emotional Connection, ongoing, 6 ceu

- Making the Emotional Connection, ongoing, 8 ceu
- Lifetimes, ongoing, 8 ceu

**Akron Concrete Products, Inc., 321 North Maple Street, Akron, IN 46910**

- Basic Technical Product Knowledge, ongoing,, 1 ceu
- Personalization Possibilities, ongoing, 1 ceu
- Bringing the Knowledge Together, ongoing, 1 ceu

**Epsilon Nu Delta Mortuary Fraternity, Inc., P.O. Box 3057, Newark, NJ 07103**

- Social Networking and Your Funeral Home, February 12, 2010, 1 ceu
- Known Shipper Regulations, February 12, 2010, 1 ceu

**Flanner & Buchanan Funeral Centers, 635 E. Market St., Indianapolis, IN 46202**

- Mission Day, ongoing, 5 ceu
- Dr. Wolfelt Seminar – Grief Counseling, ongoing, 5 ceu

**International Cemetery, Cremation & Funeral Association, 107 Carpenter Dr., Ste. 100, Sterling, VA 20164**

- ICCFA Annual Convention & Exposition, March 10-13, 2010, 19 ceu
- Toward Standards in Pet Loss Care, March 11, 2010, 1 ceu
- The Customer of Tomorrow, March 11, 2010, 1 ceu
- Pet Loss Center Best Practices, Part 1, March 11, 2010, 1 ceu
- Cremation: Where Does It Fit into the Green Picture?, March 11, 2010, 1 ceu
- American Legacy Initiative: Let's Preserve Our History, March 11, 2010, 1 ceu
- Secrets of Marketing to Women, March 11, 2010, 2 ceu
- Authentic Communication: Finding Your Voice and Getting the World to Pay Attention to It, March 11, 2010, 2 ceu
- Expanding Your Traditional business to Include Pet Services, March 11, 2010, 2 ceu
- Evaluating "Green" Products and Practices, March 11, 2010, 2 ceu
- You're From the Government and You're Here to Help Me?, March 11, 2010, 2 ceu
- How to Profit From The Demographic Storm, March 11, 2010, 1 ceu
- Developing Green Cemetery Sections (Part 1), March 12, 2010, 1 ceu
- The Psychology of Establishing the Reality of Death (Part 1), March 12, 2010, 1 ceu
- Building Your Social Network with Social Capital, March 12, 2010, 1 ceu
- Developing Green Cemetery Sections (Part 2), March 12, 2010, 1 ceu
- The Psychology of Establishing the Reality of Death (Part 2), March 12, 2010, 1 ceu
- Hosting Receptions: A Caterer's "Insider" Advice, March 12, 2010, 1 ceu
- Facebook May Not Be the Answer, March 12, 2010, 1 ceu
- Pet Cremations: Legal and Liability Issues, March 12, 2010, 1 ceu
- Panel Discussion: Social Technology and the "Next Generation" (Part 1), March 12, 2010, 1 ceu
- Techniques for Handling Tissue Gas (Part 1), March 12, 2010, 1 ceu
- Customized Approaches to "Latino" Marketing, March 12, 2010, 1 ceu
- Tearing Down the Sign, March 12, 2010, 1 ceu
- Enhancing Your Sales Communication, March 12, 2010, 1 ceu
- Developing a Pet Loss Support Group and Defining Relationship-Based Selling in the Pet Loss Provider World, March 12, 2010, 1 ceu
- Panel Discussion: Social Technology and the "Next Generation" (Part 2), March 12, 2010, 1 ceu
- Techniques for Handling Tissue Gas (Part 2), March 12, 2010, 1 ceu
- The Sociology of Latino Families, March 12, 2010, 1 ceu
- Avoiding Prefunding Pitfalls, March 12, 2010, 1 ceu
- 10 Thing You Need to Tell Families but Are Afraid To, March 12, 2010, 1 ceu

- Know Your Cremation Consumer, March 13, 2010, 1 ceu
- Your Perpetual Care Fund: How Much Is Enough?, March 13, 2010, 1 ceu
- Ethical Thinking in Today's World, March 13, 2010, 1 ceu
- It's (Still) Hard to Find Good People, March 13, 2010, 1 ceu
- Protecting Your Prep Room from Lawsuits (Part 1), March 13, 2010, 1 ceu
- Pet Loss Center Best Practices, Part II, March 13, 2010, 1 ceu
- GRASP: A New Way to Approach the Cremation Arrangement Process, March 13, 2010, 1 ceu
- Providing In-Home Funeral Services (Part 1), March 13, 2010, 1 ceu
- Fire, Ready, Aim! (Is This how Your Sales Pay Plan is Designed?), March 13, 2010, 1 ceu
- Internet Security 101, March 13, 2010, 1 ceu
- Financial Statements: A Window to Your Future, March 13, 2010, 1 ceu
- Fabulous Food: How Catering Affects Your Bottom Line (Part 1), March 13, 2010, 1 ceu
- Protecting Your Prep Room from Lawsuits (Part 2), March 13, 2010, 1 ceu
- Grief: What Your Team and Pet Parents Will Want To Know, March 13, 2010, 1 ceu
- Trust: The Cornerstone fo the Arrangement Conference, March 13, 2010, 1 ceu
- Providing In-Home Funeral Services (Part 2), March 13, 2010, 1 ceu
- ABC's of Social Networking, March 13, 2010, 1 ceu
- Marketing to Non-Profits and Seniors, March 13, 2010, 1 ceu
- Fabulous Food: How Catering Affects Your Bottom Line (Part 2), March 13, 2010, 1 ceu
- Embalming: Bacteria and Staph, March 13, 2010, 1 ceu
- Meeting the Needs of Today's Pet Caregivers (Part 1), March 13, 2010, 1 ceu
- Your Questions: Power-Full or Power-Less?, March 13, 2010, 1 ceu
- Capturing the "Green" Market (Part 1), March 13, 2010, 1 ceu
- High Performance Cultures: How They Do It (And How You Can, Too), March 13, 2010, 1 ceu
- Bringing Web 2.0 and Death Care All Together, Parts 1 & 2, March 12 & 13, 2010, 1 ceu
- Habla Hispanic Family Service?, March 13, 2010, 1 ceu
- Event Planning Best Practices (Part 1), March 13, 2010, 1 ceu
- Secrets of the Embalming Masters, March 13, 2010, 1 ceu
- Meeting the Needs of Today's Pet Caregivers (Part 2), March 13, 2010, 1 ceu
- Promoting Permanent Cremation Memorialization, March 13, 2010, 1 ceu
- Capturing the "Green" Market (Part 2), March 13, 2010, 1 ceu
- Story of the Steel: Veterans and War Memorials, March 13, 2010, 1 ceu
- Marketing to the Mexican Community (Part 1), March 13, 2010, 1 ceu
- Event Planning Best Practices (Part 2), March 13, 2010, 1 ceu
- Embalming "Time-Consuming" Cases (Part 1), March 13, 2010, 1 ceu
- "Ask the Veterinarian" Roundtable Discussion and Conference Wrap-Up, March 13, 2010, 1 ceu
- The \$10,000 Cremation: A Look at Your True Costs, March 13, 2010, 1 ceu
- Green Track Closing Discussion, March 13, 2010, 1 ceu
- Good to Great Funeral Homes, March 13, 2010, 1 ceu
- Marketing to the Mexican Community (Part 2), March 13, 2010, 1 ceu
- Event Planning Track Closing Discussion, March 13, 2010, 1 ceu
- Embalming "Time-Consuming" Cases (Part 2), March 13, 2010, 1 ceu

**Ohio Funeral Director Association District 1, 7150 County Road 13, Bryan, Ohio 46506**

- Honor Flight, January 27, 2010, 2 ceu
- Community Tissue Service, February 24, 2010, 2 ceu
- Annual OSHA Update, March 24, 2010, 3 ceu
- Foxfield Preserve Green Cemetery, April 14, 2010, 2 ceu

**Selected Independent Funeral Homes, 500 Lake Cook Road, Suite 205, Deerfield, IL 60015**

- 2010 Group Meeting Series, ongoing, 6 ceu
- Managing the Generational Mix, ongoing, 4 ceu
- Leader or Self-Deceiver? How Most Personal and Organizational Problems Result from Self-Deception and Ways to Solve It, ongoing, 2 ceu

**MINUTE NO. 10-14  
RULES COMMITTEE**

The committee did not meet.

**MINUTE NO. 10-15  
ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:40 p.m.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Theodore Mau,  
Chairman

Attest: \_\_\_\_\_  
Tracy Hicks, Board Director