

DRAFT

STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING

April 2, 2026, at 11:00 a.m.

Indiana Government Center South, Room W064
402 West Washington Street, Indianapolis, Indiana

CALL TO ORDER

The meeting was called to order at 11:00 a.m. by Thomas Sproles, pursuant to public notice posted at the principal office of the board at least seventy-two (72) hours before the time of the meeting.

BOARD MEMBERS PRESENT: Thomas Sproles, Chairman
Christopher Cooke, Vice Chairman
Kathleen Matuszak

BOARD MEMBER PRESENT ELECTRONICALLY: Frank Downing

STATE OFFICIALS PRESENT: Tracy Hicks, Board Director
Ruth Hashu Roorda, Assistant Board Director
Bradley Repass, Office of Litigation Management
Clarence Leatherbury, Deputy Attorney General
Zaneta Nunnally, Compliance Director
Courtney Calvert, Compliance Officer

ADOPTION OF THE AGENDA

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

Sproles/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

ADOPTION OF THE MINUTES FROM THE FEBRUARY 5, 2026 MEETING OF THE BOARD

A motion was made and seconded to approve the minutes of the February 5, 2026 meeting as corrected.

Matuszak/Sproles

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

OFFICE OF THE ATTORNEY GENERAL REPORT

DAG Ian Mathews reported that the numbers look fine. The OAG is currently at 59 investigative files with an average age of 10 months, which is still where they like to be. There are 5 litigation files. An Administrative Complaint was just filed against Crown Cremations and there are several cases set today.

IPLA COMPLIANCE DIVISION REPORT

Inspector Calvert reported IPLA Compliance Officers conducted a total of **30** inspections since the last board hearing on 2/5/2026.

- **20 Funeral Home**
 - **9 Pass**
 - **10 Out of Business**
 - **1 Corrective Action Plan**

- **10 Funeral Branch**
 - **5 Pass**
 - **5 Out of Business**

Violations cited:

- 832 IAC 5-2-6 Make necessary items available (records insufficient)

PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR FUNERAL HOME LICENSE

1. Belicia Hicks, FD29600125, for Alford's Mortuary and Cremation Service, Appl. # 4356698
1222 Napier St., South Bend, IN 46601

The Board questions Ms. Hicks' ability to properly handle the funeral home finances, including preneed funds, due to six Indiana Department of Revenue holds that have been placed on her funeral director record since 2019. Ms. Hicks indicated her accountant caused the late payments to the Indiana Department of Revenue. Mr. Sproles asked if she still used that accountant and she does not. A motion was made and seconded to approve the application for license.

Sproles/Matuszak
4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak
Motion carried.

ADMINISTRATIVE HEARINGS

1. Michaelene Dowers, FD22100021
Cause No.: 202603-FCB-0003
Re: CE Notice of Noncompliance Appeal

A motion was made and seconded that she has provided one hour of Indiana law continuing education from the 2023-2024 period and made up the remaining three Indiana Law hours and adjust the fine to \$3000.

Matuszak/Downing
4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak
Motion carried.

2. Christella Booker, FD21600017
Cause No.: 202603-FCB-0004
Re: CE Notice of Noncompliance Appeal

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

Sproles/Matuszak
4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak
Motion carried.

3. Jennilee Eberhart, F122500023
Cause No.: 202505-FCB-0005
Re: Probation Withdrawal

A motion was made and seconded to remove the probation status.

Downing/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

4. Bridget Marshall, FD22400030
Cause No.: 202407-FCB-0016
Re: Probation Withdrawal

A motion was made and seconded to remove the probation status.

Sproles/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

5. Ellers Mortuary-Sunset Memory Garden Chapel & Sunset Memory Garden Cemetery,
FH89200009 & CA20300010
Cause No.: 2021SBFCS0018
Re: Probation Withdrawal

A motion was made and seconded to remove the probation status.

Matuszak/Sproles

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

6. Gary Oak Hill Cemetery Association #2, Inc., CM40800007 - **CONTINUED**
Cause No.: 202512-FCB-0024
Re: Administrative Complaint
7. Urban Winkler Funeral Home Inc, FH1150003 & CA21500027
Cause No.: 202601-FCB-0001
Re: Administrative Complaint

A motion was made and seconded that the state proved its case and impose a fine of \$500 for each of the three counts, issue a letter of reprimand, and require all licensed staff under the new license at that facility, FH12600006, complete the IFDA Crash Review course in 2026 if they have not already.

Sproles/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

8. Quincy Webster, FD20300061 – **PROPOSED SETTLEMENT AGREEMENT FILED**
Cause No.: 202602-FCB-0002
Re: Administrative Complaint

A motion was made and seconded to accept the Proposed Settlement Agreement.

Matuszak/Downing

3/0/1

Voting in Favor by Roll Call: Frank Downing, Christopher Cooke, and Kathleen Matuszak

Abstaining: Thomas Sproles

Motion carried.

9. Joshua Silvers, FD21700052

Cause No.: 202506-FCB-0007

Re: Default Hearing and Summary Suspension Renewal

A motion was made and seconded to find Respondent in Default.

Matuszak/Cooke

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen

Matuszak

Motion carried.

A motion was made and seconded to revoke the license, find guilty on all three counts and issue the maximum penalty of \$1000 per count due to the aggravating factors of theft. Mr. Sproles indicated that since he was a competitor in his county, he is simply voting with the majority and not recusing himself because the case is so clear.

Matuszak/Cooke

4/0/0

Voting in Favor by Roll Call: Frank Downing, Christopher Cooke, Kathleen Matuszak, and Thomas Sproles

Motion carried.

10. Greiner Funeral Home, FH10900011 & Gary G. Greiner, FD09100013

Cause No.: 202603-FCS-0012

Re: Motion for Summary Suspension

Re: Motion to Surrender License

Re: Motion to Dismiss Complaint

A motion was made and seconded to deny the Motion to Surrender the License.

Downing/Sproles

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen

Matuszak

Motion carried.

A motion was made and seconded to summarily suspend all licenses, take possession of all preneed files immediately, that the OAG investigate Jennifer Gummere, FD20600003, for her possible involvement since she was employed at Greiner Funeral Home, and that the OAG review all preneed files to investigate for further violations.

Matuszak/Sproles

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen

Matuszak

Motion carried.

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

1. Debra Honeycutt for Maxine Craig

Re: Wilson-Shook Funeral Home, FH10600017 (Closed)

A motion was made and seconded to approve \$3170.00 without interest based on the amount of the at-need contract.

Sproles/Sproles

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

2. Robert Bragg for Ruby Bragg

Re: Wilson-Shook Funeral Home, FH10600016 (Closed)

A motion was made and seconded to approve \$13,000.00, which was the amount Ruby Bragg paid for her preneed contract. Robert Bragg entered into an at-need contract with Wilson-Shook Funeral Home and paid \$9970.98 for her funeral because the funeral home informed him that Ruby Bragg had no preneed contract with them.

Sproles/Cooke

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

REQUEST TO OBTAIN ALL REQUIRED CONTINUING EDUCATION VIA DISTANCE LEARNING FOR THE 2025-2026 LICENSE PERIOD

1. Robert Oberman, FD20000019

A motion was made and seconded to approve the request.

Sproles/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

REASSIGNMENT OF PRENEED CONTRACTS

1. H.E. Johnson & Son Funeral Home, FH10400013

A motion was made and seconded to reassign the contracts equally between the following four funeral homes:

- 1) Beams Funeral Home, FH11200006
- 2) Oberlin-Turnbull Funeral Home, FH19300015
- 3) Weicht Funeral Home Inc., FH83000176

Sproles/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES

CONSIDERATION #1

A motion was made and seconded to approve the following courses from Homesteaders Life Company and Funeral Directors Life Insurance as General subject matter only.

Sproles/Matuszak

3/0/1

Voting in Favor by Roll Call: Thomas Sproles, Christopher Cooke, and Kathleen Matuszak
Abstaining: Frank Downing,

Motion carried.

The Homesteaders Life Company CE10800737

- A. Protecting Integrity: Ethics and Insurance Fraud Awareness, 4/13/2026, 3 CEU, non-law
 - B. Preneed Insurance for Today's Consumer, 4/14/2026, 3 CEU, non-law
 - C. Preneed Insurance Innovations, 4/15/2026, 3 CEU, non-law
 - D. Preneed Insurance and End of Life Planning, 4/16/2026, 3 CEU, non-law
 - E. Protecting Integrity: Ethics and Insurance Fraud Awareness, 9/14/2026, 3 CEU, non-law
 - F. Preneed Insurance for Today's Consumer, 9/15/2026, 3 CEU, non-law
 - G. Preneed Insurance Innovations, 9/16/2026, 3 CEU, non-law
 - H. Preneed Insurance and End of Life Planning, 9/17/2026, 3 CEU, non-law
- (Changed all to non-law)

Funeral Directors Life Insurance CE21100035

- A. Succession Planning-Preparing Funeral Homes, ongoing, 2 CEU, non-law
- B. Beyond the Basic Website, ongoing, 1 CEU, non-law
- C. Cremation and Today's Funeral Consumers, ongoing, 2 CEU, non-law

CONSIDERATION #2

A motion was made and seconded to approve the continuing education courses as indicated below.

Downing/Matuszak

4/0/0

Voting in Favor by Roll Call: Thomas Sproles, Frank Downing, Christopher Cooke, and Kathleen Matuszak

Motion carried.

Continuing Vision LLC CE22400013

- A. Restore Program, 4/2-4/4/2026, 12 CEU, non-law

Cremation Association of North America CE21200016

- A. CANA's Crematory Operations Certification Program, 3/3/2026, 8 CEU, non-law
 - B. CANA's Crematory Operations Certification Program, 6/23/2026, 8 CEU, non-law
 - C. CANA's Crematory Operations Certification Program, 10/12/2026, 8 CEU, non-law
- (Changed all to non-law)

Education Workers Group CE22400014

- A. AI in Funeral Services, on-demand, 2 CEU, non-law
- B. Burial With Military Honors, on-demand, 3 CEU, non-law
- C. Complying With The FTC Funeral Rule, on-demand, 2 CEU, non-law
- D. Ethics Attitude And Customer Service, on-demand, 3 CEU, non-law
- E. Funeral Home and Heroin Overdose Training, on-demand, 2 CEU, non-law
- F. Funeral Products and the Environment, on-demand, 2 CEU, non-law
- G. Funerary Ethics and Best Practices, on-demand, 3 CEU, non-law
- H. Green Burials, on-demand, 2 CEU, non-law
- I. Helping Parents Cope with Unexpected Death, on-demand, 1 CEU, non-law
- J. Helping Parents Help Children, on-demand, 1 CEU, non-law
- K. Limiting Exposure To HIV/AIDS, on-demand, 2 CEU, non-law
- L. Modern Funeral Customs, on-demand, 1 CEU, non-law
- M. OSHA Compliance For Funeral, on-demand, 2 CEU, non-law
- N. Perinatal Bereavement and Memorialization, on-demand, 2 CEU, non-law
- O. Preneed In Funeral Services, on-demand, 2 CEU, non-law
- P. Restorative Art and Modern Techniques, on-demand, 3 CEU, non-law
- Q. Sociology Of Death, on-demand, 2 CEU, non-law
- R. Understanding-Hospice-And-Palliative-Care, on-demand, 1 CEU, non-law
- S. Upselling-Without-Upsetting, on-demand, 1 CEU, non-law
- T. When Children Die, on-demand, 1 CEU, non-law
- U. Working With The Cemetery, on-demand, 2 CEU, non-law

Flanner Buchanan CE21800040

- A. Disenfranchised Grief, 4/1/2026, 1 CEU, non-law
- B. Disenfranchised Grief, 4/29/2026, 1 CEU, non-law

Funeral Directors Association of the Falls Cities CE10800717

- A. Kentucky Legislature Updates, 3/26/2026, 1 CEU, non-law
- B. Veteran Death and Burial Benefits explained, 5/7/2026, 1 CEU, non-law

Indiana Donor Network CE21600014

- A. Annual Solvita Tour, 4/16/2026, 4 CEU, non-law
- B. Funeral Home Educational Meetings, ongoing, 1 CEU, non-law

The Independent Funeral Group CE22500007

- A. Respiratory Protocols – OSHA, 5/27/2026, 1 CEU, non-law
- B. The Power of PreNeed, 6/10/2026, 1 CEU, non-law
- C. Employer Rights Under OSHA, 6/24/2026, 1 CEU, non-law
- D. Crematory Safety Series #3: Safely Managing Obese Crematory, 7/8/2026, 1 CEU, non-law
- E. Inspections, Citations, and Appeals, 7/22/2026, 1 CEU, non-law

International Cemetery Cremation and Funeral Association CE10800864

- A. The ICCFA Experience 2026, 4/29/2026-5/1/2026, 14 CEU, non-law

Madison County Funeral Director Association CE10800768

- A. Matthews Casket Technology in Selection Room, 4/22/2026, 1 CEU, non-law
(Changed to non-law)

National Funeral Directors & Morticians Association CE10800785

- A. Risk Management: Core HR Compliance, 4/19/2026, 2 CEU, non-law
- B. Married to the Mortuary, 4/20/2026, 1 CEU, non-law

Vermilion County Funeral Directors Association CE10800843

- A. The Cremation Act, ongoing, 1 CEU, Law #3
- B. The Cemetery Act, ongoing, 1 CEU, Law #4
- C. Eco-Embalming, ongoing, 1 CEU, non-law
- D. Road to the State House, 4/28/2026, 1 CEU, non-law
- E. Flameless Cremation, ongoing, 1 CEU, non-law
- F. Business Succession, ongoing, 1 CEU, non-law

Wilbert Funeral Services Inc. CE21500018

- A. First Call, Telephone Etiquette, Lost Phone Opportunity, 5/28/2026, 1 CEU, non-law
- B. Perception Matters: Resilience in Funeral Care Professionals, 6/25/2026, 1 CEU, non-law
- C. Respect in Every Detail: Hair & Cosmetic Traditions in Communities of Color, 11/12/2026, 1 CEU, non-law

ADJOURNMENT

The meeting adjourned at 1:55 p.m.