

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
THURSDAY JUNE 7, 2018
INDIANA GOVERNMENT CENTER SOUTH
INDIANA DEPT. OF ADMINISTRATION OFFICES, 4TH FLOOR WEST, CONFERENCE ROOM 478 – 4D
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
Roland Cutter
Eric Vance, State Department of Health

BOARD MEMBER ABSENT: Theodore Mau

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 APRIL 5, 2018, MEETING OF THE BOARD

A motion was made and seconded to approve the minutes of the April 5, 2018 meeting.

Cutter/Sproles
6/0/0

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

ADMINISTRATIVE HEARING

1. Administrative Hearing in the matter of Mark E. Metz, FD29500089, 2017 SBFCS 0005

A motion was made and seconded to remove probation.

Sproles/Vance
5/0/0

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

2. 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

5/0/0

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

Motion carried.

3. 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/Cutter

5/0/0

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

Motion carried.

4. Administrative Hearing in the matter of Winklepick-Weesner Funeral Home, FH83000655, CA09100320, 2017 SBFCS 0007, and James D. Weesner, Jr., FD01019919, 2017 SBFCS 0008.

A motion was made and seconded to grant continuance pending outcome of criminal case.

Sproles/Alford

5/0/0

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

Motion carried.

OFFICE OF THE ATTORNEY GENERAL CONSUMER PROTECTION DIVISION REPORT

Written report was provided.

APPLICATION FOR FUNERAL DIRECTOR LICENSE BY RECIPROCITY

1. James R. Sullivan

A motion was made and seconded to approve the application pending passing the examination.

Sproles/Alford

5/0/0

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

Motion carried.

APPLICATION FOR FUNERAL DIRECTOR LICENSE

1. Kenneth Hempstead, 2017SBFCS0010

A motion was made and seconded to approve the application on active status.

Sproles/Cutter

5/0/0

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

Motion carried.

REASSIGNMENT OF WINKLEPLICK-WEESNER FUNERAL HOME, FH83000655, PRENEED FILES

A motion was made and seconded to table the matter until the next meeting.

Sproles/Alford

6/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, Eric Vance, Roland Cutter, and Chris Cooke

Motion carried.

REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES

A motion was made and seconded to accept the report below.

Sproles/Cutter

4/0/1

Voting in Favor: Thomas Sproles, Donald Alford, Eric Vance, and Roland Cutter. Frank Downing recused himself and left the meeting room because he has filed for approval to offer courses.

Motion carried.

COURSES FOR APPROVAL – No Indiana Law Courses

Selected Independent Funeral Homes, CE10800819

- When you are Called to Care...10/11/2018 – 1 CEU
- How To Break Through to 2020: Social Media... 10/11/2018 – 1 CEU
- Town Hall Panel- State of the Obituary: Past, Present and Future...10/11/2018 – 1 CEU
- Core Confidence: Fine Tuning the Already Fabulous You...10/11/2018 – 1 CEU
- How to make the obituary work harder for funeral service...10/12/2018 – 1CEU
- Heightened Awareness: Avoiding Potential Violence...10/12/2018 – 1 CEU
- Fifty Cards, Fifty Questions: Ways to connect with you community...10/12/2018 1 CEU
- Building Tomorrow's Workforce In Today's Economy...10/12/2018 2 CEU
- Membership Business Session...10/12/2018 – 1 CEU
- Managing the Future: Capitalizing on the Driving forces of change...10/12/2018 – 2 CEU

Batesville, Inc., CE10800652

- T.E.A.C.H. – Putting it All Together – ongoing – 2 CEU

Vermilion County Funeral Directors Association – CE10800843

- Lessons From Secret Shopping...7/17/2018 – 2 CEU
- Improving Arrangements Conference...7/17/2018 – 1 CEU
- Vault Company Operations Tour...7/17/2018 – 2 CEU
- The Value of Graveside Services...7/17/2018 – 1 CEU

Dodge Institute for Advanced Mortuary Studies, CE10800694

- The Dodge 2018 Summer Wreaths Across America Project...8/23-8/25 2018 – 7 CEU

Cremation Association of North America, CE21200016

- Beyond the Niche...7/27/2018 – 1 CEU
- Customer Experience...7/27/2018 – 1 CEU

Anthology Consulting Inc, CE21800039

- Probability Fundamentals...Ongoing – 2 CEU
- Leadership Principles...Ongoing – 2 CEU
- Change Leadership...Ongoing – 2 CEU
- Understanding the Mind of the Market...Ongoing – 2 CEU
- What Customers Want...Ongoing – 2 CEU
- Marketing Strategy & Planning...Ongoing – 2 CEU
- Situational Leadership II...Ongoing – 2 CEU
- Cremation at the Peak...Ongoing – 2 CEU
- Business Administration 2.0...Ongoing – 2 CEU

- Professional Negotiation...Ongoing – 2 CEU
- Crucial Conversations...Ongoing – 2 CEU

Indiana State Coroners Association & Indiana State Coroners Training Board, CE10800754

- 2018 Dr. David Avolt In-service Training...June 14-16, 2018 – 16 CEU

Funeral Directors Life Insurance Company, CE21100035

- Ethics in the Workplace...Ongoing – 4 CEU
- Financial Intelligence...Ongoing – 5 CEU

International Order of the Golden Rule, CE10800865

- Opioid Epidemic: How Funeral Directors Can Respond...Ongoing – 1 CEU
- 4 Ways to Woo Cremation Families...Ongoing – 1 CEU
- Harness the Power of Online Review Sites to Better Serve Families...Ongoing – 1 CEU
-

Flanner Buchanan, CE21800040

- Top HR Strategies to Enhance your Operations...7/31/2018 – 1 CEU
- Behind the Scenes at Arlington National Cemetery...7/31/2018 – 1 CEU

Newcomer Funeral Service Group, CE21200017

- Newcomer Safety Awareness Training...Ongoing – 2 CEU
- Newcomer Safety Refresher...Ongoing – 1 CEU

Michigan Funeral Directors Association, CE21700008

- Vital Signs: Is your business healthy?...4/17/18 – 1 CEU
- From Scratch-building a successful funeral business...4/17/18 – 1 CEU
- Facing the Opioid Crisis...4/18/18 – 2 CEU
- Receptions, Hospitality, Contemporary Funeral Consumer...4/18/18 – 1 CEU
- Baseline: State of the Industry...4/18/18 – 1 CEU
- Every Life is worth Remembering What Celebrants Can do for you...4/18/18 – 1 CEU

The North America Division of the British Institute of Embalmers, CE21800041

- Challenges & Opportunities...8/21-8/22, 2018 – 9 CEU

ADJOURNMENT

The meeting was adjourned at 12:10 pm.