

**DRAFT COPY**

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING  
THURSDAY AUGUST 4, 2016  
INDIANA GOVERNMENT CENTER SOUTH, ROOM W064  
402 W WASHINGTON STREET  
INDIANAPOLIS, IN 46204**

**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 forty-eight (48) hours before the time of the meeting.

**BOARD MEMBERS PRESENT:**

Thomas Sproles, Chairman  
Christopher Cooke, Vice Chairman  
Robert Loose  
Theodore Mau  
David Andrew Clayton  
Roland Cutter  
Tasha Smith, State Department of Health

**BOARD MEMBERS ABSENT:**

Frank Downing  
Donald Alford

**STATE OFFICIALS PRESENT:**

Tracy Hicks, Board Director  
Jennifer Broadbent, Assistant Board Director  
Donald Hannah, Deputy Attorney General

**ADOPTION OF THE AGENDA**

The agenda was adopted.

Cutter/Cooke  
7/0/0  
Motion carried.

**ADOPTION OF THE MINUTES OF THE JUNE 9, 2016, MEETING OF THE BOARD**

A motion was made and seconded to approve the minutes of the June 9, 2016 meeting.

Cooke/Loose  
7/0/0  
Motion carried.

**ADMINISTRATIVE HEARINGS**

1. Administrative Appeal Hearing in the matter of Robert T. Holland, FD29700058, SBFCS 16-17

A motion was made and seconded to approve renewal of the funeral director license.

Cutter/Loose  
4/0/0  
Motion carried.

2. Administrative Hearing in the matter of Gregory Wade Thayer, FD08600369, SBFCS 15-43

A motion was made and seconded to extend the summary suspension until the criminal matter is concluded.

Cooke/Cutter  
4/0/0  
Motion carried.

**REQUEST FOR AN EXTENSION OF TIME TO PAY THE FINE IN THE MATTER OF ROBERT T. HOLLAND, FD29700058, SBFCS 16-12**

A motion was made and seconded to grant an extension of 90 days to pay his fine.

Loose/ Cutter  
4/0/0  
Motion carried.

**CONSIDERATION OF PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER IN THE MATTER OF ULRICH-FILTER-DEVRIES FUNERAL HOME, FH10800004, CA20800004, SBFCS 16-19**

A motion was made and seconded to accept the Proposed Findings of Fact, Conclusions of Law and Order.

Loose/ Cutter  
7/0/0  
Motion carried.

**CONSIDERATION OF FUNERAL HOME LICENSE APPLICATION AND CERTIFICATE OF AUTHORITY APPLICATION IN THE MATTER OF ULRICH-FILTER-DEVRIES FUNERAL HOME (NEW OWNER)**

A motion was made and seconded to approve the application for funeral home and certificate of authority on probation to mirror the settlement agreement of SBFCS 16-19 with the stipulation that the fine be paid within 30 days of the final order.

Cutter/Loose  
4/0/0  
Motion carried.

**OFFICE OF THE ATTORNEY GENERAL REPORT**

Report was provided.

**PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR FUNERAL DIRECTOR LICENSE IN THE MATTER OF BROOKE PRESTON HARVEY**

A motion was made and seconded to approve the application.

Cutter/Loose  
4/0/0  
Motion carried.

**CONSIDERATION OF APPLICATION FOR FUNERAL DIRECTOR INTERN LICENSE IN THE MATTER OF PATRICK R. CROYLE**

A motion was made and seconded to approve the application.

Cutter/Loose  
4/0/0  
Motion carried.

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

- 1. Palmer Funeral Home West Chapel for Marjorie J. Jones**  
Re: Clark-O'Neal Funeral Home, Inc., FH10400018 (Closed)

A motion was made and seconded to deny the request for incomplete application. They failed to provide a death certificate and proof of payment (\$2600.00) and the amount on the contracts are different.

Mau/Loose  
6/0/0  
Motion carried.

**2. Clint Shawler for Ricky D. Shawler**

Re: R.D. Pyke Funeral Service, FH89200005 (Closed)

A motion was made and seconded to deny the request because the documentation filed indicates a retail sale rather than a preneed contract and they failed to include a death certificate. This does not fall under the Preneed Act.

Mau/Loose  
6/0/0  
Motion carried.

**3. Cheryl Abplanalp for Patsy Joyce Turner**

Re: Grandview Memorial Gardens, CA40100006

A motion was made and seconded to approve the request in the amount of \$950.00 without interest.

Loose/Cutter  
6/0/0  
Motion carried.

**4. Edith Gordon for Gerald Gordon**

Re: Grandview Memorial Gardens, CM40100006

A motion was made and seconded to approve the request in the amount of \$797.50 plus statutory interest

Mau/Loose  
6/0/0  
Motion carried.

A motion was made and seconded to rescind the previous motion and approve the request in the amount of \$367.50 plus statutory interest.

Mau/Loose  
6/0/0  
Motion carried.

**5. Sheila Carr for Mary Ann Burnett**

Re: Clark-O'Neal Funeral Home, Inc., FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of 7088.50 plus statutory interest.

Mau/Loose  
6/0/0  
Motion carried.

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

A motion was made and seconded to approve all of the following except the Purdue University Extension Courses.

Cutter/Loose  
4/0/0  
Motion carried.

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

#### **Batesville Casket Company, CE10800652 – No IN Law**

- How to Handle Phone Information Seekers, ongoing, 1 CEU
- How to Simplify the Casket Selection Experience, ongoing, 1 CEU
- How to Handle Phone Information Workshop, ongoing, 2 CEUs
- 4F – Casket Product Knowledge, ongoing, 1 CEU

#### **The British Institute of Embalmers, North American Division – No IN Law**

- The British Are Coming..., 11/4/16, 7 CEUs (no IN law)

#### **The Dodge Institute of Advanced Mortuary Studies/The Dodge Company, CE10800694 – No IN Law**

- 2016 Dodge Wreathes Across America, 12/15/16 – 12/18/16, 8 CEUs (No law)
- 2017 Dodge Technical Seminar, 2/6/17 – 2/8/17, 12 CEUs (No law)

#### **Flanner and Buchanan, Inc.**

- Indiana Law and Funeral Rule, 9/13/16 and 9/15/16, 5 total CEUs (4 law)

#### **Funeral Directors Life Insurance Company, CE21100035**

- Indiana Code, (ongoing course), 2 CEUs (Indiana Law)

#### **Funeral Service Academy, CE21400012 – No IN Law**

- Embalming: Diseases & Conditions, (ongoing course), 3 CEUs (no IN law)

#### **Indiana Donor Network, CE21600014 – No IN Law**

- Brain Death and Neurological Reflexes, 8/18/16 & 9/1/16, 1 CEU
- Tissue Donation, The Unsung Hero, 8/18/16 & 9/1/16, 1 CEU
- Technology in Transplant, 8/18/16 & 9/1/16, 1 CEU

#### **International Cemetery, Cremation & Funeral Association – No IN Law**

- ICCFA Fall management Conference, 10/5-7/16, 7 CEUs (no IN law)

#### **Minnick Services**

- Cremation Liability – Is Anyone Really Getting Sued, 10/18 & 19/16, 4 total CEUs (4 law)

#### **OFDA District One, CE20800910 – No IN Law**

- David Hicks of Pearce Chemical, 8/17/16, 2 CEUs (no IN law)

#### **Selected Independent Funeral Homes, CE10800819 – No IN Law**

- Do It Well. Make it Fun., 9/15/16, 1 CEU (no IN law)
- Defining YOUR Customer Service, 9/15/16, 1 CEU (no IN law)
- Phone Shoppers Are Awesome, 9/15/16, 1 CEU (no IN law)
- Remembering 9/11, 9/15/16, 1 CEU (no IN law)
- Change is Good... You Go First, 9/16/16, 1 CEU (no IN law)
- Membership Business Session, 9/17/16, 1 CEU (no IN law)
- Spotlight on Best Practices, 9/17/16, 1 CEU (no IN law)

#### **Vermilion County Funeral Directors Association, CE10800843**

- Indiana Practice Act, 10/11/16 (2 IN Law)
- Indiana Cremation Act, 10/11/16 (1 IN Law)
- Indiana Pre-need Act, 10/11/16 (1 IN Law)
- Embalming difficult cases, 10/11/16 2 CEUs (no IN law)

## **NEW SPONSOR**

### **KAVOD, Independent Jewish Funeral Chapels – No IN Law**

- Upping Your Game-What to Do When the Competition Levels the Playing Field, 11/15/16, 2 CEUs (no IN law)
- From Scratch-Building a Successful Funeral Business from the Ground Up, 11/15/16, 1 CEU (no IN law)

### **Purdue University Extension – No IN Law - DENIED**

- Bridges Out of Poverty Day 1, (ongoing course), 6 CEUs (no IN law)
- Bridges Out of Poverty Day 2, (ongoing course), 6 CEUs (no IN law)

## **REPORT FROM BOARD MEMBER TASHA SMITH, INDIANA DEPARTMENT OF HEALTH**

Tasha Smith reported that the Indiana Department of Health is planning a new birth/death certificate program that will include the burial transit permit. She invited any board member that would like to participate in the process to let her know.

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:10 p.m.