

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING  
THURSDAY AUGUST 1, 2013  
INDIANA GOVERNMENT CENTER SOUTH  
302 W WASHINGTON STREET, ROOM W064  
INDIANAPOLIS, IN 46204**

**CALL TO ORDER**

The meeting was called to order at 11:10 a.m. by P. St. Pierre, 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:** Paul St. Pierre, Chairman  
Matthew Drury  
Samuel Frain  
John Gerlach  
Theodore Mau  
Roland Cutter  
Anne M. Patterson  
David Baize

**BOARD MEMBER ABSENT:** James Todd  
David McComb

**STATE OFFICIALS PRESENT:** Tracy Hicks, Board Director  
Rae Harman, Assistant Board Director  
Kevin McDowell, Deputy Attorney General

**ADOPTION OF THE AGENDA**

The August 1, 2013 agenda was adopted as amended.

Frain/Cutter  
8/0/0  
Motion carried.

**ADOPTION OF THE MINUTES OF JUNE 13, 2013 MEETING OF THE BOARD**

The minutes of the June 13, 2013 meeting of the board were adopted.

Mau/Gerlach  
8/0/0  
Motion carried.

**OFFICE OF THE ATTORNEY GENERAL REPORT**

Written report provided.

**REQUEST FOR ACTIVATION OF LICENSE**

The board determined that Charles Rox, FD20800039 failed to obtain the required number of law hours due to the fact that he repeated the same crash review course from Indiana Funeral Directors Association. The board gave staff approval to reinstate the license upon completion of the required education.

**ADMINISTRATIVE HEARING IN THE MATTER OF JOHN DOHRN, FD20000325, SBFCS 13-21**

A motion was made and seconded to continue the hearing. Mr. Dohrn should attend the next hearing and provide verification of the actual number of hours from the Coroners Training Board.

Drury/Cutter  
6/0/0  
Motion carried.

**PERSONAL APPEARANCE**

A motion was made and seconded to remove the conditional status from the license in the matter of Matthew Stegall, FD01017030

Drury/Cutter  
6/0/0  
Motion carried.

A motion was made to request an appearance from continuing education provider Stericycle before the board regarding providing continuing education credit for a walk-through of their facility.

Drury/Frain  
6/0/0  
Motion carried.

**APPLICATION FOR FUNERAL HOME LICENSE AND CERTIFICATE OF AUTHORITY**

A motion was made and seconded to approve the application for funeral home in the matter of Minnie-Lillard Inc./dba Boatright Family Services.

Drury/Patterson  
5/1/0  
Motion carried.

A motion was made and seconded to approve the application certificate of authority in the matter of Minnie-Lillard Inc./dba Boatright Family Services

Drury/Gerlach  
7/1/0  
Motion carried.

**APPLICATION FOR FUNERAL DIRECTOR INTERN LICENSE**

A motion was made and seconded to approve the application for funeral director intern license in the matter of Gary William Storey

Drury/Cutter  
6/0/0  
Motion carried.

## **MOTION TO VACATE NOTICE OF NONCOMPLIANCE**

A motion was made and seconded to grant the Motion to Vacate Notice of Non-compliance in the matter of Raymond Brosmer, SBFCS 13-19

Drury/Frain  
6/0/0  
Motion carried.

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

A motion was made and seconded to deny restitution in the matter of Kent L. Etter for Martha Louise Etter Re: Northeast Indiana Cremation Society, CR30000006 (Closed) due to the fact that Midwest Funeral Home & Cremation Society, Inc. accepted transfer of their contract therefore Midwest Funeral Home & Cremation Society, Inc. have accepted the responsibility to fulfill the contract.

Frain/Drury  
8/0/0  
Motion carried.

A motion was made and seconded to table restitution in the matter of Connie L. Kiser for Kenneth D. Kiser, Re: Northeast Indiana Cremation Society, CR30000006 (Closed) to determine if Midwest Funeral Home & Cremation Society, Inc. accepted transfer of their contract.

Frain/Mau  
8/0/0  
Motion carried.

A motion was made and seconded to table restitution in the matter of James M. Whitlock for Mildred Marie Whitlock, Re: Northeast Indiana Cremation Society, CR30000006 (Closed) to determine if Midwest Funeral Home & Cremation Society, Inc. accepted transfer of their contract.

Frain/Mau  
8/0/0  
Motion carried.

## **REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES**

A motion was made and seconded to approve the following continuing education.

Drury/Cutter  
6/0/0  
Motion carried.

## **APPLICATION FOR RECOGNITION AS A SPONSOR OF CONTINUING EDUCATION**

**Funeral Continuing Education.com, 45 Ludlow Street, Staten Island, NY, 10312**

- Funerary Ethics and Best Practices, Ongoing, 3 ceu
- Working with the Cemetery, Ongoing, 2 ceu

### **Gordon Marketing**

- Preneed, July 22, 2013, 3 ceu

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

**Dodge Institute for Advanced Mortuary Studies Program**

- Embalming – The Rewards & Challenges, November 15-16, 2013, 9 ceu
- Meeting the Needs of Cremation Families, March 26, 2013, 2 ceu

**Hospice Foundation of America**

- Supporting Individuals with Intellectual and Developmental Disabilities, October 23-24, 2013, 2 ceu

**International Cemetery, Cremation & Funeral Association**

- Crematory Arranger Certification Class, Ongoing, 6 ceu
- 2013 PLPA College, August 25-27, 2013, 12 ceu
- Crematory Operator Training, Ongoing, 7 ceu

**Matthews International**

- Moving from Grieving to Remembrance, Ongoing, 1 ceu
- 10 Arrangement Steps Essential for Families Selecting Cremation, ongoing, 1 ceu
- The Beauty, Characteristics and Value of American Woods Used in the Art of Casket Construction, ongoing, 1 ceu

**Minnick Services**

- The Graveside as an Event, ongoing, 2 ceu
- Casket Options & Merchandising, ongoing, 1 ceu
- Building a Custom Legacy, ongoing, 1 ceu
- The Cremation Process – Start to Finish, ongoing, 1 ceu
- Funeral Merchandising in Today's , ongoing, 1 ceu
- Commemorations, ongoing, 2 ceu
- Pet Loss Care and the Funeral Home, ongoing, 2 ceu
- Burial Vault 101, ongoing, 2 ceu

**Vermillion County Funeral Directors Association**

- Mortuary Airbrush Cosmetology, September 24, 2013, 2 ceu
- Funeral Industry Legislation, September 24, 2013, 2 ceu
- Advanced Repair and Restoration, September 24, 2013, 2 ceu
- Coroner Death Investigation, September 24, 2013, 2 ceu
- Indiana Regulations Update, September 24, 2013, 2 ceu
- IFDA Updates, September 24, 2013, 2 ceu

**IN THE MATTER OF SETTLERS LIFE INSURANCE COMPANY, SBFCS 12-02**

The Office of the Attorney General will be appealing the court's decision to grant Settlers' Motion for Summary Judgment.

**PRENEED CONSUMER PROTECTION FUND REVIEW**

The board requested a report of the preneed consumer protection fund at the next meeting.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 11:55 a.m.