

DRAFT

STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
August 1, 2024, at 11:00 a.m.
Indiana Government Center South
402 West Washington Street, Room W064, 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 forty-eight (48) hours before the time of the meeting.

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

BOARD MEMBER ABSENT: Timothy Corbett

STATE OFFICIALS PRESENT: Tracy Hicks, Board Director
Marianna Kassenbrock, Assistant Board Director
Clarence Leatherbury, Deputy Attorney General
Courtney Calvert, Compliance Officer

ADOPTION OF THE AGENDA

A motion was made and seconded to adopt the agenda.

Cooke/Matuszak
4/0/0

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

ADOPTION OF THE MINUTES FROM THE JUNE 6, 2024, MEETING OF THE BOARD

A motion was made and seconded to approve the June 6, 2024 minutes.

Cooke/Downing
4/0/0

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

OFFICE OF THE ATTORNEY GENERAL REPORT

Written and verbal report provided.

IPLA COMPLIANCE DIVISION REPORT

Written and verbal report provided. The violations that were found in the last two months: Display of license, embalming codes, posting licenses and cremated remains stored longer than allowed, incomplete records, not having at-need contracts with signatures.

ADMINISTRATIVE HEARING; PETITION TO REMOVE PROBATION

1. Emily Brooke Schulze, 2023SBFCS0007

A motion was made and seconded to remove the probation.

Downing/Cooke
4/0/0

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

ADMINISTRATIVE HEARING; PETITION FOR REINSTATEMENT

1. Divinity Funeral Home & Cremation Services, FH10700039 & CA20700069 and Samuel Smith, Jr., FD01019692, 2023SBFCS0017

A motion was made and seconded to reinstate the licenses.

Cooke/Matuszak
4/0/0

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

ADMINISTRATIVE HEARING; MOTION FOR ORDER TO CEASE AND DESIST

1. Brick Cemetery, 202407-FCB-0015

This matter was continued.

ADMINISTRATIVE DEFAULT HEARING

1. James R. Holt, FD01006382, 2023SBFCS0016

A motion was made and seconded that Respondent is guilty of all 14 charges.

Matuszak/Cooke
4/0/0

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

A motion was made and seconded to revoke the license and impose a civil penalty of \$100 for each of the 14 violations to be paid within twelve (12) months of the Order.

Downing/Cooke
4/0/0

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

ADMINISTRATIVE HEARING; PETITION FOR SUMMARY SUSPENSION

1. Spring Valley Funeral & Cremation Service, FH12400007 & CA22400012, 202407-FCB-0017

A motion was made and seconded to summarily suspend the license for a period of 90 days.

Cooke/Matuszak
4/0/0

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

Personal Appearance for Consideration of Request for Waiver of the Continuing Education Requirement Pursuant to IC 25-1-4-4

1. Michael L. Jones, FD29400063

A motion was made and seconded to allow Mr. Jones to apply for a funeral director intern license, practice with supervision for one year as indicated in the board rules, then take the crash course and pass the funeral director exam to become licensed as a funeral director again.

Matuszak/Cooke
4/0/0

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

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

1. Christensen Funeral Home, Winklepleck Chapel, FH12300015, for Ronald Donnells
Re: Winklepleck Weesner Funeral Home, FH83000655 (Closed)

A motion was made and seconded to approve the request in the amount of \$9287.10 plus interest not to exceed the amount of the at-need contract.

Matuszak/Downing
4/0/0

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

2. Joyce Ann Piatt for Elinda Williams
Re: Winklepleck Weesner Funeral Home, FH83000655 (Closed)

A motion was made and seconded to approve the request in the amount of \$5823.55 plus interest pending proof of payment not to exceed the amount of the at-need contract.

Matuszak/Cooke
4/0/0

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

REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES

A motion was made and seconded to approve all but Selected Independent Funeral Homes' Membership Business Session as indicated below.

Downing/Matuszak
4/0/0

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

Colibri Healthcare LLC, CE10800701

- A. Formaldehyde Monitoring Update, 8/12/24, 2 CEU, non-law
- B. Advanced Funeral Planning, 8/12/24, 4 CEU, non-law

Continuing Vision LLC, CE22400013

- A. Time Management, 8/2/24, 1 CEU, non-law
- B. Loosen Your Tie, 9/13/24, 1 CEU, non-law
- C. The Magic Touch, 10/11/24, 1 CEU, non-law
- D. Tried & True, 9/27-29/24, 4 CEU, non-law
- E. To View or Not to View, 9/27-29/24, 4 CEU, non-law
- F. Specializing in Special Cases, 9/27-29/24, 4 CEU, non-law

Cremation Association of North America, CE21200016 2024 CANA Convention, 9/9-11/24, all non-law

- A. Being a Leader of Influence, 1 CEU
- B. Death Becomes Her, 1 CEU
- C. Recognizing & Responding to Suicide Risk, 1 CEU
- D. Cybersecurity Awareness, 1 CEU
- E. Information is Power, 1 CEU
- F. The Eternal Value of Cremation Memorialization, 1 CEU
- G. The Power of Service & Human Connection, 1 CEU
- H. The Silent Problem, 4 CEU

Education Workers Group, CE22400014

AI in Funeral Services, 8/2/24, 2 CEU, non-law

Funeral Directors Association of the Falls Cities, CE10800717

- A. Medicolegal Approach to Death Investigation, 9/26/24, 3 CEU, non-law
- B. Stock Yards Trust, 11/7/24, 1 CEU, non-law

International Order of the Golden Rule, CE10800865

2024 OGR Future Leaders Forum, 8/20-21/24, 4 CEU for entire program (required), all non-law

- A. Supplier Sounding Board
- B. Catering the Funeral Experience
- C. Key Considerations for Future Leaders
- D. The Financial Basics

CE Course:

The Two Greatest Words – Thank you, 9/24/24, 1 CEU, non-law

Minnick Services, CE10800889

- A. British Funeral Customs & Burial Sites, 10/15 & 16/24, 2 CEU, non-law
- B. Casket Options & Merchandising, 10/16/24, 1 CEU, non-law
- C. Casket Manufacturing, 10/16/24, 1 CEU, non-law
- D. Burial Vault 101 A&B, 10/15/24, 2 CEU, non-law

Selected Independent Funeral Homes, CE10800819

2024 Annual Meeting, 9/26-28/2024, All non-law

- A. Opening Session & Keynote, 2 CEU
- B. The Trust Imperative, 1 CEU
- C. Passing the Torch, 1 CEU
- D. How to Create Memorable Experiences, 1 CEU
- E. Membership Business Session, 1 CEU - **DENIED**
- F. Unlocking Talent, 1 CEU
- G. The Science of Shopping, 1 CEU
- H. Funeral Service in the Future, 1 CEU

Vermilion County Funeral Directors Association, CE10800843

- A. Roundtable Discussion- Current Events, 10/9/24, 1 CEU, non-law
- B. Embalming: The Foundation of Funeral Service, 10/9/24, 2 CEU, non-law
- C. NFDA Benefits/FD's Role on the Continuum of Care, 10/9/24, 1 CEU, non-law
- D. Emergency Management & Handling Major Disasters, 10/9/24, 1 CEU, non-law
- E. Strengthening the Framework: Secure Data, 10/9/24, 1 CEU, non-law
- F. Drug Overdose Deaths, 10/9/24, 1 CEU, non-law

Wilbert Funeral Services, Inc., CE21500018

- A. Support for Another Kinda Love, 9-5-24, 1 CEU, non-law
- B. Cremation – Why Are We Being Sued, 9/19/24, 1 CEU, non-law

ADJOURNMENT

The meeting adjourned at 2:16 p.m.