**KENTUCKY BOARD OF EMBALMERS AND FUNERAL DIRECTORS**

**April 12, 2016**

A regular meeting of the Kentucky Board of Embalmers and Funeral Directors was held at the Crowne Plaza in Louisville, Kentucky on Tuesday, April 12, 2016.

**MEMBERS PRESENT**                                            **OTHERS PRESENT**

Danny L. Percell   Kathleen Schell, Board Counsel

Morris Coffey Dale Powell, State Inspector

Jack “Sonny” Meyer Kanetha Dorsey, Executive Director

Woodford R. Porter, Jr Sara Sparks, Chief Clerk

**MEMBERS NOT PRESENT**

John Evans

Vice-Chairman Meyer called the meeting to order at 9:10 A.M. Tuesday in the Oldham Room. Chairman Percell arrived at 9:30 A.M.

A motion was made by Mr. Porter to approve the March minutes with any corrections needing to be made. Mr. Coffey seconded the motion, it carried 3-0.

**DALE POWELL’S REPORT:**

Mr. Powell submitted his report to the Board members. A motion was made by Mr. Porter to approve the Inspector’s report. Mr. Meyer seconded the motion, it carried 4-0.

Manakee Funeral Home: Counsel Schell to write letter stating the KAR regarding the upkeep of a funeral home and the prep room. Mr. Porter motioned for the locations be given 30 days to fix the issues and the locations will be inspected again. Mr. Meyer seconded the motion and it was carried 2-0 with Mr. Coffey recusing himself, Mr. Percell was not present.

J.C. Kirby Personal Care Center: Chairman Percell requested an Administrative Complaint be sent due to the fact that the inspector was not allowed into a room twice. Mr. Porter made a motion for approval of the request. Mr. Coffey seconded the motion, it carried 4-0.

**COUNSEL SCHELL UPDATES:**

Evergreen Funeral Home: Prehearing telephonic conference set for April 18, 2016.

Neptune Society: The establishment passed inspection and needs to perform a Formaldehyde test. Mr. Meyer motioned to have the matter dismissed and have the Chairman sign the Agreed Order. Mr. Coffey seconded the motion, it carried 3-1.

Elliott Mortuary: Tabled until the establishment’s lawsuit with insurance company is settled.

Barr House Tributes: Waiting on paperwork from the city of Paris zoning and planning.

Legacy & Heritage Cremation: Ms. Dorsey discussed notifying all establishments explaining the situation with Legacy.

Schoppenhorst, Underwood & Brooks Funeral Home: Mr. Meyer made a motion that an Administrative Complaint be issued to the Shepherdsville and Mt. Washington locations. Mr. Coffey seconded the motion, it carried 4-0.

**DISCUSSION:**

Rawls Funeral Home: Chris McPherson met with the Board to discuss the location of the funeral home. The establishment is in Tennessee, not Kentucky. The Board voted the funeral home needed to turn in the Kentucky issued license.

Larry McClellan: Met with the Board to discuss what the Muslim community needs to do to have a facility of their own to follow the practices of their religion.

**RECIPROCALS:**

Steven Hammond: Met with the board to get approval to take the June Funeral Director and Embalmer exams as a reciprocal. Mr. Porter made a motion for approval. Mr. Meyer seconded the motion, it carried 4-0.

Brian Brown: Met with the Board to get approval to take the June Funeral Director and Embalmer exams as a reciprocal. Mr. Coffey made a motion for approval. Mr. Meyer seconded the motion, it carried 4-0.

Howard Hunter: Met with the Board to get approval to take the June Funeral Director exam as a reciprocal. Mr. Porter made a motion for approval. Mr. Coffey seconded the motion, it carried 4-0.

**APPRENTICESHIP COMMITTEE:**

Alex Creel: Met with the apprenticeship committee with his supervisor, Mike Garland, from J.H. Churchill Funeral Home in Murray, KY. The inspector found the apprentice’s calendar was not up to date when he went to the establishment. The committee recommended 6 months be added to the apprenticeship time and a fine for the supervisor. Mr. Meyer made a motion for approval of the recommendation. Mr. Coffey seconded the motion, it carried 4-0.

**APPRENTICES:**

Rebecca Johnson: Met with the Board with her new supervisor, Joseph Molnar, from Arch L. Heady and Son Funeral Home in Louisville, KY. She is applying for a supervisor change. Mr. Porter made a motion for the change to be approved. Mr. Coffey seconded the motion, it carried 3-0.

Jennifer Downs: Met with the Board with her supervisor, David Abell, from Arch L. Heady-Russman Funeral Home in Louisville, KY. She is applying for both funeral director and embalmer apprenticeship. Mr. Porter made a motion that the apprenticeship be approved. Mr. Coffey seconded the motion, it carried 3-0.

Jimmie Minx: Met with the Board with his supervisor, Lellan Barlow, Jr., from Barlow Funeral Home in Bardstown, KY. He is applying for both funeral director and embalmer apprenticeship. Mr. Coffey made a motion that the apprenticeship be approved. Mr. Porter seconded the motion, it carried 3-0.

Dakota Fields: Met with the Board with his supervisor, Randall Joyce, from Dermitt-Joyce Funeral Directors in Caneyville, KY. He is applying for both funeral director and embalmer apprenticeship. Mr. Coffey made a motion that the apprenticeship be approved. Mr. Porter seconded the motion, it carried 3-0.

Kim Brown: Met with the Board with her supervisor, Chris Lange, from Lake Cumberland Funeral Home in Somerset, KY. She is applying for her funeral director apprenticeship. Mr. Coffey made a motion that the apprenticeship be approved. Mr. Porter seconded the motion, it carried 3-0.

Stacy Short: Met with the Board with his supervisor, Corey Watson, from Nelson-Frazier Funeral Home in Hindman, KY. He is applying for his funeral director apprenticeship. Mr. Porter made a motion that the apprenticeship be approved. Mr. Coffey seconded the motion, it carried 3-0.

Talon Gary: Met with the Board with his supervisor, Gerald Jones, from Jones Funeral Chapel in Morgantown, KY. He is applying for both funeral director and embalmer apprenticeship. Mr. Porter made a motion that the apprenticeship be approved. Mr. Coffey seconded the motion, it carried 3-0.

Rachel Lewis: Met with the Board with her supervisor, Grace Abbott, from T.I.E.S in Louisville, KY. She is applying for both funeral director and embalmer apprenticeship. Mr. Porter made a motion that the apprenticeship be approved. Mr. Coffey seconded the motion, it carried 3-0.

Samuel Lange: Met with the Board with his supervisor, Steve Grubbs, from Chamber and Grubbs Funeral Home in Florence, KY. He is applying for both funeral director and embalmer apprenticeship. Mr. Coffey made a motion that the apprenticeship be approved. Mr. Porter seconded the motion, it carried 3-0.

**C.E. PROGRAMS APPROVED:**

* Cincinnati Equitable Life Insurance Company: Make It Personal
* Cincinnati Equitable Life Insurance Company: Improving Funeral Home Cash Flow
* Cincinnati Equitable Life Insurance Company: Effective Funeral Merchandising
* Cincinnati Equitable Life Insurance Company: The Value of Celebrant Training
* Cincinnati Equitable Life Insurance Company: Microbes and Morticians
* Buckeye State Funeral Directors & Embalmers: 2016 State Convention
* Heartland PreNeed Systems: Reaching the Baby Boomer
* NFDA: Certified Preplanning Consultant Program (July 21, 2016)
* NFDA: Arranger Program (May 24, 2016)
* NFDA: Business Conference
* NFDA: Relationship Marketing: Your “Secret Weapon” to Dramatically Increased Profitability
* NFDA Certified Crematory Operator Program (August 24, 2016)
* NFDA: Certified Crematory Operator Program (September 14, 2016)
* NFDA: Certified Preplanning Consultant (July 29, 2016)
* NFDA: Arranger Training (June 7 & July 19, 2016)
* TN Funeral Directors Association: 113th Annual Convention
* Order of the Golden Rule: 7 Integrated Components of HR for Small Firms with Limited Resources
* Order of the Golden Rule: People Skills that Build Trust and Lead to Repeat & Referral Calls
* Order of the Golden Rule: Funeral Directors and Legal Advice: Don’t Take the Risk
* Order of the Golden Rule: Where Does my Business Stand? Benchmarks in Profitably
* Order of the Golden Rule: How to Write an Obituary Worth Reading
* Scobee Funeral Home: Spring Seminar

**EXEMPTIONS:**

70 & Inactive: Wallace Price, Lewisburg

The Board office staff spoke to the Board members about updating the answer sheets used during exams and the way of grading the exams. All Board members agreed to use the new updated methods. Vice Chairman Meyer adjourned the meeting at 4:00.M. The next meeting will be May 17, 2016.

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Chairman Clerk