**KENTUCKY BOARD OF EMBALMERS AND FUNERAL DIRECTORS**

**May 17, 2016**

A regular meeting of the Kentucky Board of Embalmers and Funeral Directors was held at the Crowne Plaza in Louisville, Kentucky on Tuesday, May 17, 2016.

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

Danny L. Percell   Kathleen Schell, Board Counsel

Morris Coffey Dale Powell, State Inspector

Jack “Sonny” Meyer Kantha Dorsey, Executive Director

Woodford R. Porter, Jr Sara Sparks, Clerk

John Evans

Chairman Percell called the meeting to order at 9:06 A.M. Tuesday in the Franklin Room.

Mr. Porter made a motion to approve the April minutes with any corrections necessary, Mr. Coffey seconded the motion, it carried 5-0.

**DALE POWELL’S REPORT**

Mr. Powell submitted his report to the Board members. Mr. Porter made a motion to approve the Inspector’s report with any necessary corrections. Mr. Evan seconded the motion and it carried 5-0.

Elliott Mortuary: Counsel Schell to write a letter explaining the name of the facility used in obituaries and advertisement has to be the same as on the establishment licnese.

**COUNSEL SCHELL UPDATES**

Elliott Mortuary: No updates; issue tabled until federal lawsuit is complete.

Saber Management: The Chairman signed Agreed Orders.

Evergreen Funeral Home: Hearing set for June 28, 2016.

Steve Ward: No new updates from Court of Appeals.

Barr House Tributes: No updates; issue tabled until letter from the city of Paris’ zoning and planning.

Schoppenhorst, Underwood & Brooks Funeral Home (2 Locations): Mr. Meyer made a motion that the Agreed Order with Ben Underwood for the location in Shepherdsville be approved and signed, Mr. Coffey seconded the motion and it carried 5-0. Mr. Porter made a motion that the Agreed Order with Amy Norris and the location in Mt. Washington be approved and signed. Mr. Evans seconded the motion and it carried 5-0.

J.C. Kirby Personal Care Center: Mr. Meyer made a motion to table the issue to provide time for receipt of more information. Mr. Morris seconded the motion and it carried 5-0.

Manakee Funeral Home: Chairman Percell and Mr. Morris will visit and inspect equipment.

Neptune Society: Chairman Percell signed the Agreed Order.

**DISCUSSION**

Burton Mortuary: Mike Simpson from Burton Mortuary met with the Board to discuss 316.010(5).

Heady Russman and Sons Funeral Home: David Abell and Lee McCorkle met with the Board to discuss the proper process for closing one full service establishment and licensing another location as a full service establishment. Mr. Abell let the Board know that Heady Russman Funeral Home would be closing as full service establishment and O.D. White and Sons would be opening as a full service establishment. Mr. Porter made a motion that the change to be approved upon inspection, Mr. Meyer seconded the motion, it carried 5-0.

**ESTABLISHMENTS**

Schur Funeral Home: Shannon Schur and William Longest met with the Board to obtain a full service establishment for a location in Peewee Valley, KY. The location is still under construction and not ready for inspection. The chairman advised them to come before the Board in June when the construction of the establishment is completed.

Barbourville Funeral Home: Tommy Miller met with the Board to obtain a full service establishment for a location in Barbourville, KY. The sale of the funeral home has not been finalized. The Chairman advised Mr. Miller to meet with the Board once the sale has been finalized.

Miller-Schapmire Funeral Home: Nathan Morris met with the Board to obtain a full service establishment license for a location in Hartford, KY. Mr. Evans made a motion to approve license number 1081, Mr. Coffey seconded the motion, it carried 5-0.

Stanley Funeral Home: Lila McDaniel met with the Board to obtain a full service establishment license for a location in Corinth, KY. Mr. Meyer made a motion to approve license number 1079, Mr. Coffey seconded the motion, it carried 5-0.

Stanley Funeral Home: Robert McDaniel met with the Board to obtain a full service establishment license for a location in Dry Ridge, KY. Mr. Meyer made a motion to approve license number 1080, Mr. Coffey seconded the motion, it carried 5-0.

**APPRENTICESHIP COMMITTEE**

Sarah Hughes: Met with the Board and her supervisor, Mr. Hughes, from Hughes Funeral Home. During the inspection of the funeral home, the apprentice’s calendar was not up to date. The committee recommended that 6 months be added to the apprenticeship and the supervisor to pay a fine. Mr. Meyer made a motion that the recommendation be approved, Mr. Evans seconded the motion, it carried 5-0.

**APPRENTICES**

Jordan Conley: Met with the Board with his new supervisor, Ann Cottone, from Arch L. Heady and Son Funeral Home and Cremation Services. Mr. Porter motioned for the change of supervisor be approved, Mr. Evans seconded the motion, it carried 5-0.

Troy Gossett: Met with the Board with his supervisor, Nathan Morris, from Haley-McGinnis Funeral Home and Crematory in Owensboro, KY. He is applying for a funeral director apprenticeship. Mr. Evans made a motion that the apprenticeship be approved, Mr. Coffey seconded the motion, it carried 5-0.

Tyler Eglian: Met with the Board and his supervisor, Don Catchen, from Don Catchen and Son Funeral Home in Elsmere, KY. He is applying for a funeral director and embalming apprenticeship. Mr. Porter made a motion that the apprenticeship be approved, Mr. Coffey seconded the motion, it carried 5-0

Candace Castle: Met with the Board and her supervisor, Larry Preston, from Paintsville Funeral Home in Paintsville, KY. She is applying for a funeral director and embalming apprenticeship. Mr. Porter made a motion that the apprenticeship be approved, Mr. Evans seconded the motion, it carried 4-0.

Daren Estep: Met with the Board and his supervisor, Larry Preston, from Paintsville Funeral Home in Paintsville, KY. He is applying for a funeral director and embalming apprenticeship. Mr. Porter made a motion that the apprenticeship be approved, Mr. Coffey seconded the motion, it carried 4-0.

Kevin Burton: Met with the Board and his supervisor, Steven Whitt, from Waddell & Whitt Funeral Home in Sandy Hook, KY. He is applying for a funeral director and embalming apprenticeship. Mr. Coffey made a motion for the apprenticeship be approved, Mr. Porter seconded the motion, it carried 4-0.

Jerry Sutherland: Met with the Board and his supervisor, Alan Stringer, from Somerset Undertaking Company & Crematory in Somerset, KY. He is applying for a funeral director and embalmer apprenticeship. Mr. Evans made a motion that the apprenticeship be approved, Mr. Coffey seconded the motion, it carried 4-0.

Ben Reeves: Met with the Board and his supervisor, Marvin E. Owens, from Marvin E. Owens Funeral Home in Brodhead. He is applying for a funeral director and embalmer apprenticeship. Mr. Coffey made a motion that the apprenticeship be approved, Mr. Evans seconded the motion, it was carried 4-0.

Miranda Robinson: Met with the Board and her supervisor, Robert Sayre, from Milward Funeral Directors in Lexington, KY. She is applying for a funeral director and embalmer apprenticeship. Mr. Porter made a motion that the apprenticeship be approved, Mr. Evans seconded the motion, it carried 5-0.

Jessica Floro: Met with the Board and her supervisor, Anthony Floro, from W.L. Pruitt Funeral Home in Hustonville, KY. She is applying for a funeral director and embalmer apprenticeship. Mr. Porter made a motion that the apprenticeship be approved, Mr. Meyer seconded the motion, it carried 5-0.

Michelle Knopp: Met with the Board and her supervisor, Rebecca Fisher, from Campbell DeWitt Funeral Home in Lebanon, KY. She is applying for a funeral director apprenticeship. Mr. Morris made a motion that the apprenticeship be approved, Mr. Evans seconded the motion, it carried 5-0.

**C.E. PROGRAMS APPROVED**

* Practicum Strategies
  + Embalming Chemistry
  + Cremation: Yesterday, Today, Tomorrow
  + KY Embalmers and Funeral Directors Laws and Regulations
  + Power Communications for Funeral Professionals
  + Understanding and Completing the Certificates of Death
  + Introduction to Accounting
  + Preneed Funeral Planning
  + Cremation the Process
  + Cremation: The Concept, The Client, The Caring
  + How to Tell the Children
  + Grief 101 for Funeral Directors
  + Coping with Stress as a Funeral Director
  + Sacred Sensitive and Sane
  + Funeral Value
  + Business Morals & Ethics
  + Funeral Professions and Consumer Behavior
  + Investment Management
  + Job Burnout in Funeral Services
  + Universal Precautions-HIV AIDS Blood Borne Pathogens
  + Dealing with Communicable Diseases/AIDS
  + OSHA-A Practical Guide for Funeral Service
  + Moral Dilemmas Facing the Funeral Professionals
  + A Review of Basic Embalming Procedures
  + Everyday Ethics for Funeral Services
  + Motivation and Coaching
  + Preplanning for Business Interruption
  + Complying with the Funeral Rule
  + The Vanguard of Competition
  + Managing Stress for Funeral Professionals
  + Hazardous Chemicals and Toxic Substances
  + Marketing 101 for Funeral Directors
  + Intermediate Marketing for Funeral Directors
  + Ethics for Funeral Directors
  + Living with the FTC’s Funeral Rule
  + OSHA for Small Business
  + Employee Recruitment and Retention in Funeral Services
* Apex
  + Creative Marketing Ideas for Funeral Homes
  + Understanding HIV and AIDS
  + OSHA Essentials
  + Sexual Harassment in the Workplace
  + Infant Embalming Techniques
  + Telephone Inquiry Manual for Funeral Homes
  + Are You Stressed? Signs & Solutions
  + Preneed Planning: What Every Preneed Funeral Director Should Know
  + The Funeral Director and Organ & Tissue Donation
  + Understanding Grief
  + Restoration of a Tissue Donor
  + Green Burial 101
  + A Brief History of Burial & Preservation Practices
  + Funeral Rituals and Mental Health
  + The FTC Funeral Rules
  + Working with Difficult People in Conflict
  + Funeral Service Ethics
  + After Suicide: How to Support Survivors of the Loss
* FDAK
  + The Essential of Funeral Ceremony Designing-How to do it
* NFDA
  + Leadership Conference
  + Arranger Training (September 13, 2016, August 23, 2016)
  + Certified Crematory Operator Program (July 28, 2016, September 28, 2016)
  + Proposed Revisions to Wage and Hour Regulations
* Selected Independent Funeral Homes
  + 2016 Women’s Roundtable
* Funeral CE
  + Cremation Best Practices
  + Conflict Resolution for Funeral Directors
  + Funeral Customs with Military Honors
  + Insuring Funeral Homes
  + Public Speaking for Funeral Directors
  + Pre-Need Planning
  + OSHA Practice Standards for Funeral Professionals
  + OSHA Workplace Rights
  + Managing Grief: A Guide for the Funeral Professional
  + Intercultural Burials
  + Communicating Effectively with Seniors
  + Blood Borne Pathogens
  + An Introduction to Behavioral Interviewing
  + When Disaster Strikes: Mass Fatalities and Community Impact
  + Understanding Social Security: Case Studies for Funeral Directors
  + Working Ethically with Seniors
* SCI Kentucky Funeral Services
  + Presentation of Deceased Without Standard Embalming (June 9, 2016 and June 10, 2016)
  + Microbes and Morticians (June 9, 2016, June 10, 2016)
  + British Funeral Custom and Burial Sites (June 9, 2016, June 10, 2016)
* Kentucky Association of Morticians
  + Kentucky Association of Morticians Annual Convention (June 28, 2016)

**APPROVED TO TAKE THE FUNERAL DIRECTOR EXAM 06/27/2016**

Mark Allison, Mt. Sterling. Gary Boyd, Owingsville. Tommy Campbell, Salyersville. Jacob Carmack, Alexandria. Christopher Hodge, Elizabethtown. James Holland, Fulton. Michael Von Johnson, Paducah. Tiffany McKinney, Frankfort. Phillip Parrish, Burkesville. Ashley Spencer, Hazard. JC Tiller, LaGrange. Debbie Tinsley, Glasgow. Ronald Wells, Albany.

**Reciprocals:** Aaron Scott, Indiana. Steve Hammond, Indiana. Brian Brown, Tennessee. Harold Hunter, Tennessee.

**APPROVED TO TAKE THE EMBALMER EXAM 06/27/2016**

Josh Cook, Louisville. Jonathan Goodman, Hopkinsville. Thomas Hisle, Louisville. Christopher Hodge, Elizabethtown. James Holland, Fulton. Tiffany McKinney, Frankfort. Josh Richardson, Tompkinsville. Ashley Spencer, Hazard. JC Tiller, LaGrange.

**Reciprocals:** Steve Hammond, Indiana. Brian Brown, Tennessee.

**DISCUSSIONS**

Chairman Percell asked Mr. Powell to gather information on Mark Wood and his pending case.

The Board agreed the Board office could find new ways to let funeral homes know about renewal time.

Chairman Percell adjourned the meeting at 5:30.M. The next meeting will be June 28, 2016.

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Chairman Clerk