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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE BOARD OF FUNERAL DIRECTORS**

TIME: 10:30 A.M.

PENNSYLVANIA DEPARTMENT OF STATE  
Board Room C  
One Penn Center  
2601 North Third Street  
Harrisburg, Pennsylvania 17110

July 5, 2018



1 \*\*\*

2 State Board of Funeral Directors

3 July 5, 2018

4 \*\*\*

5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
6 9:30 a.m. the Board entered into Executive Session  
7 with Wesley J. Rish, Esquire, Board Counsel, for the  
8 purpose of conducting quasi-judicial deliberations and  
9 to receive legal advice. The Board entered into  
10 public session at 10:05 a.m.]

11 \*\*\*

12 The regularly scheduled meeting of the State  
13 Board of Funeral Directors was held on Thursday, July  
14 5, 2018. William G. Harris, Chairman, Professional  
15 Member, called the meeting to order at 10:30 a.m. The  
16 Pledge of Allegiance was recited. Roll call was  
17 taken. A quorum was noted to be present.

18 \*\*\*

19 [Heidy M. Weirich, Board Administrator, reviewed the  
20 emergency evacuation procedures for One Penn Center.]

21 \*\*\*

22 Report of Board Counsel

23 [Wesley J. Rish, Esquire, Board Counsel, noted the  
24 matters discussed during the Executive Session to  
25 conduct quasi-judicial deliberations from

1 9:30 a.m. to 10:05 a.m. regarded items 2 and 3 on the  
2 Board's agenda; items 6, 7, 8, 10; and items 12  
3 through 20.]

4

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5 Approval of Minutes of the May 16, 2018 meeting

6 CHAIRMAN HARRIS:

7

At this time, No. 1 on our agenda is

8

approval of the minutes of May 16, 2018.

9

If there are no questions or changes to

10

that, I would make a motion that we

11

approve that. Do we hear a second?

12

MR. KUKUCHKA:

13

Second.

14

CHAIRMAN HARRIS:

15

We have a motion and a second. All in

16

favor, signify by saying aye.

17

[The motion carried unanimously.]

18

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19

Report of Prosecutorial Division

20

[Timothy A. Fritsch, Esquire, Board Prosecutor,

21

presented the Consent Agreement and Order for File No.

22

16-48-00985 and File No. 18-48-03474.]

23

\*\*\*

24

MOTIONS

25

MR. RISH:



1 understand that the Board would  
2 entertain a motion approving the Consent  
3 Agreement and Order at File No. 18-48-  
4 03474.

5 CHAIRMAN HARRIS:

6 Do we hear a motion?

7 MR. KUKUCHKA:

8 So moved.

9 CHAIRMAN HARRIS:

10 Do we hear a second?

11 MR. BURRELL:

12 Second.

13 CHAIRMAN HARRIS:

14 We have a motion and a second. All in  
15 favor, signify by saying aye. Any  
16 opposed?

17 [The motion carried unanimously. That matter involved  
18 Stanley A. Szpindor Jr., F.D.]

19 \*\*\*

20 MR. RISH:

21 The next matter is Item No. 4. Item No.  
22 4, you have attached for the Board's  
23 information a Status of Cases. Item No.  
24 5 is a report from our Regulatory  
25 Counsel that has the Status of

1 Regulations. I know it has been some  
2 time since the Board has discussed  
3 regulations. I guess I would look to  
4 the Board for direction regarding  
5 whether you would like to have the next  
6 discussion following the next meeting.  
7 I note that we do have a hearing  
8 scheduled for that meeting, but we could  
9 still go past lunch and discuss  
10 regulations or we could discuss  
11 regulations at the following meeting.  
12 Just give me some guidance.

13 CHAIRMAN HARRIS:

14 What does the Board say about that?

15 MR. KUKUCHKA:

16 I think we need to keep that on the  
17 agenda.

18 CHAIRMAN HARRIS:

19 That means the next meeting then.  
20 Because we have a hearing and sometimes  
21 they go for a long time, it means we are  
22 going to be here after lunch. Make that  
23 in your plans for next meeting  
24 everybody, all right. Thank you.

25

\*\*\*

1 MR. RISH:

2 The next matter is Item No. 6 on the  
3 Board's agenda. It's Commonwealth vs.  
4 Mark A. Serenko, F.D., File No. 15-48-  
5 09412 and File No. 15-48-11145.

6 Based upon discussions in Executive  
7 Session, I understand that the Board  
8 would entertain a motion tabling the  
9 matter.

10 CHAIRMAN HARRIS:

11 Do we have a motion as such?

12 MR. NEELY:

13 So moved.

14 CHAIRMAN HARRIS:

15 Do we have a second?

16 MR. KUKUCHKA:

17 Second.

18 CHAIRMAN HARRIS:

19 We have a motion and a second. All in  
20 favor, signify by saying aye. Any  
21 opposed?

22 [The motion carried unanimously.]

23 \*\*\*

24 MR. RISH:

25 The next matter on the Board's agenda is



1 Item No. 7. It's the Reinstatement of  
2 License to Practice Funeral Directing of  
3 James V. Williams, File No. 18-48-01510.

4 Based upon discussions in Executive  
5 Session, I understand the Board would  
6 entertain a motion approving the final  
7 Adjudication and Order.

8 CHAIRMAN HARRIS:

9 Do we have a motion?

10 MS. MILIAN:

11 So moved.

12 CHAIRMAN HARRIS:

13 Do we have a second?

14 MR. NEELY:

15 Second.

16 CHAIRMAN HARRIS:

17 We have a motion and a second. All in  
18 favor, signify by saying aye. Any  
19 opposed?

20 [The motion carried unanimously.]

21 \*\*\*

22 MR. RISH:

23 The next matter is Item No. 8 on the  
24 Board's agenda. It's the Bureau of  
25 Professional and Occupational Affairs

1                   vs. William Slater II Funeral Service,  
2                   File No. 16-48-0627. It's on the  
3                   Board's agenda for a Motion to Dismiss.

4                   Based upon discussions in Executive  
5                   Session, I understand that the Board  
6                   would entertain a motion directing Board  
7                   Counsel to draft a Memorandum Order in  
8                   accordance with its instructions.

9 CHAIRMAN HARRIS:

10                   I would make a motion to follow that.  
11                   Do we have a second?

12 MR. KUKUCHKA:

13                   I'll second that.

14 CHAIRMAN HARRIS:

15                   We have a motion and a second. All in  
16                   favor, signify by saying aye. Anyone  
17                   oppose?

18 [The motion carried unanimously.]

19                   \*\*\*

20 Items for Discussion

21 MR. RISH:

22                   The first matter under the items for  
23                   discussion is the Application for  
24                   Outside Employment of Henry Holden.

25                   Based upon discussions in Executive



1 Report of Commissioner - No Report

2 \*\*\*

3 Report of Board Chairman - No Report

4 \*\*\*

5 Report of Board Administrator - 2019 Meeting Dates

6 [Heidy M. Weirich, Board Administrator, referred to  
7 the 2019 meeting dates for the Board's review.]

8 CHAIRMAN HARRIS:

9 Anybody have a problem with those  
10 meeting dates? I just looked at them.  
11 They seem okay. We could always adjust  
12 them if we need to at the time. This is  
13 just to put it in print. We have the  
14 ability to change them as a Board when  
15 we need to.

16 MR. BURRELL:

17 So moved.

18 CHAIRMAN HARRIS:

19 We have a motion. Do we have a second?

20 MR. NEELY:

21 Second.

22 CHAIRMAN HARRIS:

23 Motion and a second to accept these  
24 dates. All in favor, signify by saying  
25 aye.

1 [The motion carried unanimously.]

2

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3 Report of Board Administrator (Continued)

4 [Heidy M. Weirich, Board Administrator, addressed her  
5 attendance at the Pennsylvania Funeral Directors  
6 Association (PFDA) Convention in June. Ms. Weirich  
7 thanked the Board and PFDA for allowing her to attend  
8 the convention.

9 Ms. Weirich was able to instruct the public on  
10 the Pennsylvania Licensing System (PALS), which was  
11 very beneficial.]

12

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13 Continuing Education Report

14 CHAIRMAN HARRIS:

15 We have had several applications for  
16 continuing education. I'll just mention  
17 who put in applications. The National  
18 Funeral Directors Association; The Dodge  
19 Institute/The Dodge Company; Kates-  
20 Boylston Publications; Lester J. Venella  
21 Funeral Service Consultant, LLC; Life  
22 Celebration Inc.; Selected Independent  
23 Funeral Homes; the North American  
24 Division of the British Institute of  
25 Embalmers; National Funeral Directors &

1 Morticians Association; and the New  
2 Jersey Funeral Service Education  
3 Corporation. The professional members  
4 have looked through these, and I would  
5 make a motion that we approve them. Do  
6 we have a second?

7 MR. KUKUCHKA:

8 I'll second.

9 CHAIRMAN HARRIS:

10 We have a motion and a second. All in  
11 favor, signify by saying aye.

12 [The motion carried unanimously.]

13 \*\*\*

14 [Chairman Harris thanked Board members and the public  
15 for their attendance. He also noted the next State  
16 Board of Funeral Directors Meeting on August 15,  
17 2018.]

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19 [There being no further business, the State Board of  
20 Funeral Directors Meeting adjourned at 10:46 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Funeral Directors meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Funeral Directors meeting.



Haley J. Neumeister,  
Minute Clerk  
Sargent's Court Reporting  
Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS  
REFERENCE INDEX  
July 5, 2018

	TIME	AGENDA
1		
2		
3		
4		
5		
6		
7	9:30	Executive Session
8	10:05	Return to Open Session
9		
10	10:30	Official Call to Order/Pledge of
11		Allegiance
12		
13	10:31	Roll Call
14		
15	10:31	Approval of Minutes
16		
17	10:32	Report of Prosecutorial Division
18		
19	10:36	Report of Board Counsel
20		
21	10:37	Motions
22		
23	10:42	Report of Board Administrator
24		
25	10:46	Adjournment
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