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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: 10:38 A.M.

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

May 24, 2017

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State Board of Funeral Directors
May 24, 2017

BOARD MEMBERS:

William G. Harris, Professional Member, Chairman
Milian Rodriguez, Professional Member, Vice Chairman
Reynolds Baldwin, Public Member, Secretary - Absent
Katelin Lambert, Director of Operations, present on
behalf of the Ian Harlow, Commissioner of
Professional and Occupational Affairs
Gregory Burrell, Professional Member
Allison Diebert, Esquire, Office of Attorney General,
Bureau of Consumer Protection Representative
Thomas Kukuchka, Professional Member
Robert Neely, Professional Member

BUREAU PERSONNEL:

Wesley Rish, Esquire, Board Counsel
Kenneth Suter, Esquire, Board Prosecution Liaison
Heidy M. Weirich, Board Administrator

ALSO PRESENT:

James Erkson, Pennsylvania Funeral Directors
Kathy Ryan, Pennsylvania Funeral Directors Association
Harry Neel, Jefferson Memorial
Jason Benion, Post and Schell
John Katora, Heffner Funeral Chapel & Crematory, Inc.
Hugh Glover Crossor

1 ***

2 State Board of Funeral Directors

3 May 24, 2017

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 Rish, Esquire, Board Counsel, for the
8 purpose of conducting quasi-judicial deliberations and
9 to conduct attorney/client consultations. The Board
10 concluded its Executive Session at 10:30 a.m.]

11 ***

12 The regularly scheduled meeting of the State Board of
13 Funeral Directors was held on Wednesday, May 24, 2017.
14 William G. Harris, Professional Member, Chairman,
15 called the meeting to order at 10:38 a.m. The Pledge
16 of Allegiance was recited. Roll call was taken. A
17 quorum was noted to be present.

18 ***

19 Evacuation Announcement

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

22 ***

23 MR. RISH:

24 The State Board of Funeral Directors
25 held an Executive Session from

1 approximately 9:30 a.m. to 10:30 a.m.
2 to discuss the following matters on the
3 Board's agenda, which were related to
4 quasi-judicial deliberations and/or
5 legal advice, items 4 through 11, and
6 inclusive on the Board's agenda, items
7 13 and 14 as well as an additional
8 request for an extension of an
9 internship of Lindsey Plapek, which did
10 not make a payment agenda. Items 15
11 through 17 are related to the approval
12 of providers and courses.

13 ***

14 Report of Prosecutorial Division

15 [Kenneth Suter, Esquire, Board Prosecutor, inquired
16 whether the Board had any questions of the
17 Prosecutorial Division. He stated there were no
18 Consent Agreements to present to the Board.]

19 ***

20 Report of Board Counsel

21 [Wesley Rish, Esquire, Board Counsel, updated the
22 Board on May 2017 case and regulation status. Mr.
23 Rish informed the Board of a continuance for the
24 scheduled hearing.]

25 MR. RISH:

1 Beville, File No. 15-48-04789.

2 Based upon discussions in
3 Executive Session, I would recommend a
4 motion approving the final Adjudication
5 and Order.

6 CHAIRMAN HARRIS:

7 Do we have a motion?

8 MS. RODRIGUEZ:

9 So moved.

10 MR. KUKUCHKA:

11 Second.

12 CHAIRMAN HARRIS:

13 We have a motion and a second. All in
14 favor, signify by saying aye. Any
15 opposed? If not, motion carries.
16 Thank you.

17 [The motion carried unanimously.]

18 ***

19 MR. RISH:

20 The next matter is for the Commonwealth
21 of Pennsylvania Bureau of Professional
22 and Occupational Affairs vs. Edward
23 Hugh McBride Funeral Home, File No. 15-
24 48-10072.

25 Based upon discussions in

1 Executive Session, I would recommend a
2 motion approving the final Adjudication
3 and Order.

4 MR. KUKUCHKA:

5 So moved.

6 MS. DIEBERT:

7 Second.

8 CHAIRMAN HARRIS:

9 We have a motion and a second. All in
10 favor, signify by saying aye. Any
11 opposed? If not, motion carries.

12 Thank you.

13 [The motion carried unanimously.]

14 ***

15 MR. RISH:

16 The next matter is for the Commonwealth
17 of Pennsylvania Bureau of Professional
18 and Occupational Affairs vs. James L.
19 Hawkins Funeral Home, File No. 14-48-
20 13099 and 15-48-13625.

21 Based upon discussions in
22 Executive Session, I would recommend a
23 motion approving the final Adjudication
24 and Order.

25 CHAIRMAN HARRIS:

1 We have a motion?

2 MS. RODRIGUEZ:

3 So moved.

4 MR. NEELY:

5 CHAIRMAN HARRIS:

6 We have a motion and a second. All in
7 favor, signify by saying aye. Any
8 opposition? If not, motion carries.
9 Thank you.

10 [The motion carried unanimously.]

11 ***

12 MR. RISH:

13 The next matter is for the Commonwealth
14 of Pennsylvania Bureau of Professional
15 and Occupational Affairs vs. Stephen F.
16 Oravitz Jr., File No. 13-48-03419.

17 Based upon discussions in
18 Executive Session, I would recommend a
19 motion approving the final Adjudication
20 and Order.

21 MR. NEELY:

22 So moved.

23 MS. DIEBERT:

24 Second.

25 CHAIRMAN HARRIS:

1 We have a motion and a second. All in
2 favor, signify by saying aye. Any
3 opposition? If not, motion carries.
4 Thank you.

5 [The motion carried unanimously.]

6 ***

7 MR. RISH:

8 The next matter is for the Commonwealth
9 of Pennsylvania Bureau of Professional
10 and Occupational Affairs vs. William J.
11 O'Leary, File No. 11-48-02328.

12 Based upon discussions in
13 Executive Session, I would recommend a
14 motion approving the final Adjudication
15 and Order.

16 MS. DIEBERT:

17 So moved.

18 MR. NEELY:

19 Second.

20 CHAIRMAN HARRIS:

21 We have a motion and a second. All in
22 favor, signify by saying aye. Any
23 opposed? If not, motion carries.
24 Thank you.

25 [The motion carried unanimously.]

1 ***

2 MR. RISH:

3 Next is the matter of the petition for
4 the reinstatement of license to
5 practice funeral directing of Robert J.
6 Wescott Jr., Funeral Director.

7 Based upon discussions in
8 Executive Session, I would recommend a
9 motion approving the final Adjudication
10 and Order.

11 CHAIRMAN HARRIS:

12 Do we have a motion?

13 MS. RODRIGUEZ:

14 So moved.

15 MR. NEELY:

16 Second.

17 CHAIRMAN HARRIS:

18 We have a motion and a second. All in
19 favor, signify by saying aye. Anyone
20 opposed? If not, motion carries.

21 Thank you.

22 [The motion carried unanimously.]

23 ***

24 MR. RISH:

25 The next matter is a request from John

1 M. Price Jr., Price Funeral Home,
2 requesting that the Board approve an
3 installment plan for the payment of
4 their civil penalty.

5 Based upon discussions in
6 Executive Session, I would recommend a
7 motion directing counsel to issue an
8 order adopting the installment plan.

9 CHAIRMAN HARRIS:

10 Do we have a motion?

11 MS. DIEBERT:

12 So moved.

13 CHAIRMAN HARRIS:

14 Do we have a second?

15 MR. NEELY:

16 Second.

17 CHAIRMAN HARRIS:

18 We have a motion and a second. All in
19 favor, signify by saying aye. Anyone
20 opposed? If not, motion carries.

21 Thank you.

22 [The motion carried unanimously.]

23 ***

24 Report of Commissioner

25 [Katelin Lambert, Director of Operations, present on

1 behalf of the Ian Harlow, Commissioner of Professional
2 and Occupational Affairs, reported the PALS project
3 and IT project was on schedule.

4 Ms. Lambert informed the Board of 50 board seat
5 vacancies out of 300.

6 New and public Board member training will be held
7 on September 28, 2017, in State College.

8 It was noted approximately \$236,000 was saved
9 annually by reducing the Board meeting frequency.]

10 ***

11 Report of Board Chairman

12 [William G. Harris, professional Member, Chairman,
13 informed the Board of his reappointment to the State
14 Board for a five-year period.]

15 ***

16 Report of Board Administrator - No Report

17 ***

18 Report of Board Counsel

19 [Wesley Rish, Esquire, Board Counsel, reviewed the
20 proposed regulation on food, 49 PA. Code, Chapter 13.]

21 ***

22 MR. RISH:

23 Item 13 is reciprocal application for
24 funeral director, Charles Evans Jr.

25 Based upon discussions in

1 Executive Session, I would recommend a
2 motion approving that application.

3 MR. BURRELL:

4 So moved.

5 MR. NEELY:

6 Second.

7 CHAIRMAN HARRIS:

8 We have a motion and a second. All in
9 favor, signify by saying aye. If
10 unopposed, motion carries. Thank you.

11 [The motion carried unanimously.]

12 ***

13 MR. RISH:

14 The next matter is the request for
15 extension of internship of Emily
16 Admins.

17 Based upon discussions in
18 Executive Session, I would recommend a
19 motion approving that request to extend
20 her internship at six months.

21 CHAIRMAN HARRIS:

22 Do we have a motion?

23 MS. RODRIGUEZ:

24 So moved.

25 MR. KUKUCHKA:

1 Second.

2 CHAIRMAN HARRIS:

3 We have a motion and a second. All in
4 favor, signify by saying aye. None
5 opposed? motion carries. Thank you.

6 [The motion carried unanimously.]

7 ***

8 MR. RISH:

9 The next matter did not make it to the
10 Board's printed agenda, so we'll number
11 this 14-A. It's the request for
12 extension of internship of Lindsey
13 Plapek.

14 Based upon discussions in
15 Executive Session, I would recommend a
16 motion approving an extension of
17 internship for six months.

18 CHAIRMAN HARRIS:

19 Do we have a motion on that?

20 MR. NEELY:

21 So moved.

22 CHAIRMAN HARRIS:

23 Do we have a second?

24 MS. DIEBERT:

25 Second.

1 CHAIRMAN HARRIS:

2 We have received five applications for
3 continuing education providers, and
4 three of the professional members of
5 the Board took a look at them and found
6 that they should be worthy to approve.

7 So, at this time, I would make a
8 motion that we approve the applications
9 provided for this meeting. Do we have
10 a second.

11 MR. HARRIS:

12 Second.

13 CHAIRMAN HARRIS:

14 We have a motion and a second. All in
15 favor, signify by saying aye. That
16 will carry. Thank you.

17 [The motion carried unanimously.]

18 ***

19 Miscellaneous

20 [Heidy M. Weirich, Board Administrator, discussed the
21 tentatively scheduled Board meeting date of November
22 8, 2017. She will confirm the date at the Board's
23 July meeting.]

24 ***

25 Public Comments

1 [Jason Benion inquired whether the new licensing
2 system permits non-licensees to complete their
3 applications. Ms. Lambert will report back to Mr.
4 Benion.

5 Mr. Crossor questioned the Board as to the method
6 of obtaining a copy of the paperwork to be submitted.

7 Mr. Neel discussed online death certificate
8 business.]

9 ***

10 Adjournment

11 CHAIRMAN HARRIS:

12 If there is nothing else, then we'll
13 call this meeting closed at this time.
14 Everybody have a good day. Safe travels
15 back home. Thank you.

16 [The meeting adjourned at 10:58 p.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.


Chasity Barsinger,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS
REFERENCE INDEX
May 24, 2017

	TIME	AGENDA
1		
2		
3		
4		
5		
6		
7		
8	9:30	Executive Session
9	10:30	Return to Open Session
10		
11	10:38	Official Call to Order/Pledge of
12		Allegiance
13		
14	10:38	Roll Call
15		
16	10:39	Evacuation Announcement
17		
18	10:39	Report of Board Counsel
19		
20	10:39	Motions
21		
22	10:40	Report of Prosecutorial Division
23		
24	10:45	Report of Commissioner
25		
26	10:47	Report of Chairperson
27		
28	10:50	Approval of Minutes
29		
30	10:50	Continuing Education Report
31		
32	10:52	Miscellaneous/Public Comments
33		
34	10:58	Adjournment
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