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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: 10:32 A.M.

PENNSYLVANIA DEPARTMENT OF STATE

Board Room C

One Penn Center

2601 North Third Street

Harrisburg, Pennsylvania 17110

October 4, 2018

1 ***

2 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
3 9:30 a.m. the Board entered into Executive Session
4 with Wesley J. Rish, Esquire, Board Counsel, for the
5 purpose of conducting quasi-judicial deliberations and
6 to receive legal advice. The Board entered into
7 public session at 10:32 a.m.]

8 ***

9 State Board of Funeral Directors

10 October 4, 2018

11 ***

12 The regularly scheduled meeting of the State
13 Board of Funeral Directors was held on Thursday,
14 October 4, 2018. Milian Rodriguez, Vice Chairperson,
15 Professional Member, called the meeting to order at
16 10:32 a.m. The Pledge of Allegiance was recited.
17 Roll call was taken. A quorum was noted to be
18 present.

19 ***

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

22 ***

23 Approval of Minutes of the August 15, 2018 meeting
24 VICE CHAIR RODRIGUEZ:

25 At this time, I would like to ask all of

1 the Board members, after reviewing the
2 minutes of the last meeting held on
3 August 15, do you have any questions or
4 corrections?

5 No corrections indicated. I would
6 like a motion to approve the minutes.

7 MR. BURRELL:

8 So moved.

9 VICE CHAIR RODRIGUEZ:

10 Do I have a second?

11 MR. NEELY:

12 Second.

13 VICE CHAIR RODRIGUEZ:

14 Motion carries.

15 [The motion carried unanimously.]

16 ***

17 Report of Prosecutorial Division

18 [Timothy A. Fritsch, Esquire, Board Prosecutor,
19 introduced James Ostman, Esquire, as a new Board
20 prosecutor.]

21 Mr. Ostman provided a summary of his professional
22 background.]

23 ***

24 Report of Board Counsel

25 [Wesley J. Rish, Esquire, Board Counsel, noted matters

1 discussed during Executive Session from 9:30 a.m.
2 until 10:32 a.m. Mr. Rish noted Status of Cases and
3 updated the Board on three pending appellate cases.]

4 MOTIONS

5 MR. RISH:

6 The first matter I have for the Board's
7 consideration is Item No. 3 on the
8 Board's agenda. It's the BPOA vs. Mark
9 A. Serenko, F.D., File No. 15-48-09412
10 and File No. 15-48-11145. This is
11 before the Board for consideration of a
12 Motion to Deem Facts Admitted and Enter
13 Default.

14 Based upon discussions in Executive
15 Session, I understand the Board would
16 entertain a motion granting that Motion
17 to Deem Facts Admitted.

18 MR. BURRELL:

19 So moved.

20 MR. NEELY:

21 Second.

22 VICE CHAIR RODRIGUEZ:

23 We have a motion. We have a second.
24 Everyone that agrees, say aye. Any
25 opposed?

1 [The motion carried unanimously.]

2 ***

3 [Mark A. Serenko, F.D., discussed satisfying the
4 Board's request for compliance.]

5 Mr. Fritch will assist Mr. Serenko with
6 documentation, and a hearing will be scheduled to
7 consider allegations.]

8 MR. RISH:

9 Given Mr. Fritch's indication that he is
10 going to withdraw his Motion to Deem
11 Facts Admitted, perhaps it would be best
12 if the Board entertained a motion to
13 vacate its Order to grant Mr. Fritch's
14 motion.

15 MR. BURRELL:

16 So moved.

17 MR. NEELY:

18 Second.

19 VICE CHAIR RODRIGUEZ:

20 We have a motion. We have a second.

21 All that agree, say aye. Any opposed?

22 [The motion carried unanimously.]

23 ***

24 MR. RISH:

25 The next matter is Item No. 4. It's the

1 Affairs vs. the Pennsylvania Cremation
2 Services, LLC. It's Case No. 15-48-
3 11963.

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

10 MR. NEELY:

11 So moved.

12 MR. MCCUSKER:

13 Second.

14 VICE CHAIR RODRIGUEZ:

15 We have a motion. We have a second.

16 All in favor, say aye. Any opposed?

17 [The motion carried unanimously.]

18 ***

19 MR. RISH:

20 The final matter that I have for the
21 Board is Item No. 6. It's the Bureau of
22 Professional and Occupational Affairs
23 vs. Brian Arthur Strauch, F.D., Case No.
24 15-48-11972.

25 Based upon discussions in Executive

1 Session, I understand the Board would
2 entertain a motion directing Board
3 Counsel to draft a final Adjudication
4 and Order in accordance with its
5 instructions.

6 MR. NEELY:

7 So moved.

8 MR. KUKUCHKA:

9 Second.

10 VICE CHAIR RODRIGUEZ:

11 We have a motion. We have a second.

12 All in favor, say aye. Any opposed?

13 [The motion carried unanimously.]

14 ***

15 Report of Deputy Commissioner

16 [Katelin Lambert, Deputy Commissioner, on behalf of
17 Ian J. Harlow, Commissioner of Professional and
18 Occupational Affairs, updated the Board on the
19 Pennsylvania Licensing System (PALS). She noted
20 continued enhancements in functionality to the system.
21 She informed the Board of the support desk and
22 implementation of the call center in July, noting the
23 reduction in assistance from Board staff and call wait
24 times. She discussed the PALS support page on the
25 homepage and email renewal notifications.

1 Ms. Lambert stated the process will continue to
2 be streamlined and improved. She announced two new
3 employees from the Governor's office who will be
4 working on stakeholder engagement and communication to
5 licensees.]

6

7 Report of Board Chair - No Report

8

9 [Milian E. Rodriguez, Board Vice Chairperson,
10 Professional Member, informed the Board that the next
11 meeting would be November 7, 2018, at Northampton
12 Community College, College Center, Room 220,
13 Bethlehem, PA.]

14

15 Report of Board Administrator - No Report

16

17 Continuing Education Report

18 [Milian E. Rodriguez, Board Vice Chairperson,
19 Professional Member, noted the Continuing Education
20 Reports submitted by the Pennsylvania Funeral
21 Directors Association, Selected Independent Funeral
22 Homes, and the Dodge Institute for Advanced Mortuary
23 Studies/ Dodge Company were reviewed. She also noted
24 new reports from VNA (Visiting Nurse Association)
25 Hospice and Funeral Service Academy.]

1 ***

2 VICE CHAIR RODRIGUEZ:

3 I reviewed them. I make a motion to
4 accept them.

5 Do I have a second?

6 MR. KUKUCHKA:

7 I'll second that.

8 VICE CHAIR RODRIGUEZ:

9 We have a motion and a second. All in
10 favor, say aye. Any opposed?

11 [The motion carried unanimously.]

12 ***

13 Miscellaneous

14 [Gregory T. Burrell, Professional Member, acknowledged
15 colleagues from Quaker State and requested Quaker
16 State be included as a stakeholder, listed and
17 included in all documentation regarding the
18 Commonwealth.

19 Mr. Rish stated that visitors from Quaker State
20 were added to the official stakeholder list and will
21 receive notices of all regulations and meetings.]

22 ***

23 Adjournment

24 VICE CHAIR RODRIGUEZ:

25 I make a motion to adjourn.

1 MR. KUKUCHKA:

2 So moved.

3 MR. NEELY:

4 Second.

5 VICE CHAIR RODRIGUEZ:

6 We have adjourned.

7 ***

8 [There being no further business, the State Board of
9 Funeral Directors Meeting adjourned at 10:58 a.m.]

10 ***

11

12 CERTIFICATE

13

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

20

21

22 Kayla R. Wargo,

23 Minute Clerk

24 Sargent's Court Reporting

25 Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS
REFERENCE INDEX

October 4, 2018

	TIME	AGENDA
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2		
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8		
9	9:30	Executive Session
10	10:30	Return to Open Session
11		
12	10:32	Official Call to Order
13		
14	10:33	Pledge of Allegiance
15		
16	10:34	Roll Call
17		
18	10:34	Approval of Minutes
19		
20	10:35	Report of Prosecutorial Division
21		
22	10:36	Report of Board Counsel
23		
24	10:44	Motions
25		
26	10:47	Report of Deputy Commissioner
27		
28	10:57	Continuing Education Reports
29		
30	10:57	Miscellaneous
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32	10:58	Adjournment
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