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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: 10:34 A.M.

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

as well as

VIA MICROSOFT TEAMS

June 23, 2022

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State Board of Funeral Directors
June 23, 2022

BOARD MEMBERS:

- William G. Harris, Chairman, Professional Member
- Arion Claggett, Acting Commissioner, Bureau of Professional and Occupational Affairs
- Milian E. Rodriguez, Vice Chairperson, Professional Member
- Carmella M. Imburgia, Secretary, Professional Member
- Kenneth C. DuPree, Professional Member
- Thomas G. Kukuchka, CFSP, Professional Member
- Francis McCusker, Public Member - Absent
- Jennifer Jane Kirk, Esquire, Senior Deputy Attorney General, Antitrust Section, Office of Attorney General

BUREAU PERSONNEL:

- Shawn J. Jayman, Esquire, Board Counsel
- Dean F. Picarella, Esquire, Senior Board Counsel
- Timothy A. Fritsch, Esquire, Board Prosecution Liaison
- C. William Fritz II, Esquire, Board Counsel
- Kristel Hennessy Hemler, Board Administrator
- Marc Farrell, Deputy Policy Director, Department of State

ALSO PRESENT:

- Ernie Heffner, President, Heffner Funeral Chapel & Crematory, Inc.
- Jason Benion, Esquire, Shareholder and Chair of the Death Care Group, Saxton & Stump, LLC
- Antoine Turay, Owner, Turay Memorial Chapel
- James Erikson, CAE, Assistant Executive Director and Chief Operations Officer, Pennsylvania Funeral Directors Association
- Kathleen K. Ryan, Esquire, Pennsylvania Funeral Directors Association
- Seth Rolko, Democratic Executive Director, Senate Consumer Protection & Professional Licensure Committee
- Jennifer Smeltz, Republican Executive Director, Senate Consumer Protection & Professional Licensure Committee

1 ***

2 State Board of Funeral Directors

3 June 23, 2022

4 ***

5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
6 9:00 a.m. the Board entered into executive session
7 with Shawn J. Jayman, Esquire, Board Counsel, for the
8 purpose of conducting quasi-judicial deliberations.
9 The Board entered into public session at 10:30 a.m.]

10 ***

11 The regularly scheduled meeting of the State
12 Board of Funeral Directors was held on Thursday, June
13 23, 2022. William G. Harris, Chairman, Professional
14 Member, Professional Member, called the meeting to
15 order at 10:34 a.m.

16 ***

17 Roll Call

18 [William G. Harris, Chairman, Professional Member
19 requested a roll call of Board members.]

20 ***

21 [C. William Fritz II, Esquire, Board Counsel, noted
22 the Board met in executive session prior to open
23 session and conducted quasi-judicial deliberations.

24 Mr. Fritz also noted the meeting was being
25 recorded, and those who continued to participate were

1 giving their consent to be recorded.]

2

3 Approval of minutes of the May 11, 2022 meeting

4 CHAIRMAN HARRIS:

5

Do I hear a motion to accept the minutes

6

of May 11, 2022?

7 MS. IMBURGIA:

8

So moved.

9 MR. DUPREE:

10

Second.

11 CHAIRMAN HARRIS:

12

Roll call vote.

13

14

Bill Harris, yes; Milian Rodriguez,

15

abstain; Carmella Imburgia, aye; Arion

16

Claggett, aye; Tom Kukuchka, aye;

17

Kenneth Dupree, aye; Jennifer Kirk,

18

aye.

19

[The motion carried. Milian Rodriguez abstained from

20

voting on the motion.]

21

22 Report of Prosecutorial Division

23

[Timothy A. Fritsch, Esquire, Board Prosecution

24

Liaison, on behalf of Glenn P. Masser, Esquire, Board

25

Prosecutor, presented the Consent Agreement for Case

1 No. 22-48-004534.]

2

3 MR. FRITZ:

4

Based on the discussion held in

5

executive session as well as the

6

presentation of Mr. Fritsch, the Board

7

would entertain a motion to approve the

8

Consent Agreement at Case No. 22-48-

9

004534.

10 MS. IMBURGIA:

11

So moved.

12 CHAIRMAN HARRIS:

13

Do we have a second?

14 MR. DUPREE:

15

Second.

16 CHAIRMAN HARRIS:

17

Roll call vote.

18

19

Bill Harris, aye; Milian Rodriguez,

20

abstain; Carmella Imburgia, aye; Arion

21

Claggett, aye; Tom Kukuchka, aye;

22

Kenneth Dupree, nay; Jennifer Kirk,

23

nay.

24

[The motion carried. Milian Rodriguez abstained from

25

voting on the motion. Kenneth Dupree and Jennifer

1 Kirk opposed the motion. The Respondent's name is
2 Carol F. Galzerano, F.D., F.S.]

3 ***

4 Report of Board Counsel

5 [C. William Fritz II, Esquire, Board Counsel, notified
6 the Board of more scams pertaining to licensees, where
7 the Bureau of Professional and Occupational Affairs
8 (BPOA) received reports of persons pretending to be
9 from one of the health-related boards and are
10 contacting licensees regarding the status of their
11 license.

12 Mr. Fritz noted scammers are threatening license
13 suspension for failure to act and falsely claiming
14 involvement with the Federal Bureau of Investigation
15 (FBI) and the Drug Enforcement Administration (DEA).

16 Mr. Fritz stated scammers are threatening license
17 suspension for failure to provide personal
18 information. He provided reminders from the Bureau of
19 Professional and Occupational Affairs (BPOA)
20 concerning contact and personal information for
21 licensees.

22 Mr. Fritz mentioned that those who are the
23 subject of an investigation or disciplinary action
24 will receive notice by certified mail and/or personal
25 service and are provided with a contact name and

1 phone number. He informed everyone to contact their
2 local police department or the Pennsylvania State
3 Police if they have been a victim of the scam.]

4 ***

5 Report of Board Counsel - Final Adjudication and
6 Order

7 MR. FRITZ:

8 Next on the agenda would be the Final
9 Adjudication and Order. In this
10 matter, the Board would entertain a
11 motion to adopt the Final Adjudication
12 and Order for Galen Betzer TDBA Galen
13 R. Betzer Funeral Service, Case No. 21-
14 45-019112.

15 MS. IMBURGIA:

16 So moved.

17 CHAIRMAN HARRIS:

18 Do we have a second?

19 MS. RODRIGUEZ:

20 Second.

21 CHAIRMAN HARRIS:

22 Roll call vote.

23
24 Bill Harris, aye; Milian Rodriguez,
25 aye; Carmella Imburgia, aye; Arion

1 Claggett, aye; Tom Kukuchka, recuse;
2 Kenneth Dupree, aye; Jennifer Kirk,
3 aye.

4 [The motion carried. Thomas Kukuchka recused himself
5 from deliberations and voting on the motion.]

6 ***

7 Report of Board Counsel - Miscellaneous

8 [C. William Fritz II, Esquire, Board Counsel,
9 provided a Status of Cases Report as of June 15,
10 2022. He reminded Board members to inform him of any
11 cases where they would need to recuse. He mentioned
12 a few of the cases would be removed from the list
13 after the meeting but noted one case that was added
14 would show on the next agenda.

15 Mr. Fritz informed Board members that Shawn
16 Jayman would be taking over as Board counsel at the
17 next Board meeting.

18 Shawn J. Jayman, Esquire, Board Counsel, provided
19 a brief summary of his professional background and
20 noted looking forward to working with the Board of
21 Funeral Directors.]

22 ***

23 Report of Acting Commissioner - No Report

24 ***

25 Report of Board Chair - No Report

1 ***

2 Report of Board Administrator

3 [Kristel Hennessy Hemler, Board Administrator,
4 reminded everyone when taking their Child Abuse
5 Recognition and Reporting course from an approved
6 Department of Human Services (DHS) provider to give
7 the exact name listed in the Pennsylvania Licensing
8 System (PALS) and to make sure their date of birth
9 and last four digits of their Social Security Number
10 is listed correctly. She reported an increase in
11 errors, where the approved provider cannot upload
12 completion information because of a mismatch.]

13 ***

14 Continuing Education Report - No Report

15 [Kristel Hennessy Hemler, Board Administrator,
16 informed everyone that Milian Rodriguez, Carmella
17 Imburgia, and Thomas Kukuchka are on the Continuing
18 Education Committee. She noted Board staff presents
19 all three of them with the courses for approval,
20 which only happens during Board meetings if a matter
21 needs discussed with all Board members. She thanked
22 the committee for the process moving so smoothly.]

23 ***

24 [William G. Harris, Chairman, Professional Member,
25 noted there are some house bills being discussed and

1 that the Board would keep everybody updated regarding
2 veterans' benefits and minimum temperatures on
3 cremations.]

4 ***

5 Requests for Review

6 MR. FRITZ:

7 The Board would entertain a motion to
8 approve the following Act 41 Licensure
9 Applications of Alexandra Caselli and
10 Jared Kirschenbaum.

11 MS. IMBURGIA:

12 So moved.

13 MS. RODRIGUEZ:

14 Second.

15 CHAIRMAN HARRIS:

16 Roll call vote.

17
18 Bill Harris, aye; Milian Rodriguez,
19 aye; Carmella Imburgia, aye; Arion
20 Claggett, aye; Tom Kukuchka, aye;
21 Kenneth Dupree, aye; Jennifer Kirk,
22 aye.

23 [The motion carried unanimously.]

24 ***

25 Requests for Review - Ratifications

1 MR. FRITZ:

2 The Board would entertain a motion
3 granting the following 30-day Extension
4 of Temporary Funeral Licenses for
5 Michael Grandi and Jonathan Stegura.

6 MS. IMBURGIA:

7 So moved.

8 MS. RODRIGUEZ:

9 Second.

10 CHAIRMAN HARRIS:

11 Roll call vote.

12

13 Bill Harris, aye; Milian Rodriguez,
14 aye; Carmella Imburgia, aye; Arion
15 Claggett, aye; Tom Kukuchka, aye;
16 Kenneth Dupree, aye; Jennifer Kirk,
17 aye.

18 [The motion carried unanimously.]

19

20 MR. FRITZ:

21 The Board would entertain a motion to
22 approve the following Additional
23 Employment Requests from Kelly Townsend
24 and Laura Adamo.

25 MS. IMBURGIA:

1 So moved.

2 MS. RODRIGUEZ:

3 Second.

4 CHAIRMAN HARRIS:

5 Roll call vote.

6

7 Bill Harris, aye; Milian Rodriguez,
8 aye; Carmella Imburgia, aye; Arion
9 Claggett, aye; Tom Kukuchka, aye;
10 Kenneth Dupree, aye; Jennifer Kirk,
11 aye.

12 [The motion carried unanimously.]

13 ***

14 Public Comments

15 [Kristel Hennessy Hemler, Board Administrator,
16 provided an introduction of attendees.

17 James Erikson, CAE, Assistant Executive Director
18 and Chief Operations Officer, Pennsylvania Funeral
19 Directors Association, thanked the Board for allowing
20 Ms. Hemler to attend the convention and share her
21 insight.

22 Kathleen K. Ryan, Esquire, Pennsylvania Funeral
23 Directors Association, also thanked the Board for
24 allowing Ms. Hemler attend the convention.

25 Chairman Harris thanked the public. He also

1 thanked Ms. Hemler for attending the convention and
2 answering questions.]

3 ***

4 Adjournment

5 CHAIRMAN HARRIS:

6 If there are no other comments for the
7 good of the meeting, I would now call
8 for adjournment.

9 MS. IMBURGIA:

10 So moved.

11 MS. RODRIGUEZ:

12 Second.

13 CHAIRMAN HARRIS:

14 Thanks for being here. Have a good
15 day.

16 ***

17 [There being no further business, the State Board of
18 Funeral Directors Meeting adjourned at 11:02 a.m.]

19 ***

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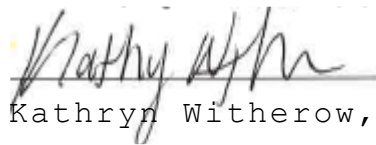
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CERTIFICATE

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.



Kathryn Witherow,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS
REFERENCE INDEX

June 23, 2022

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TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:34	Official Call to Order
10:34	Roll Call
10:37	Approval of Minutes
10:40	Report of Prosecutorial Division
10:44	Report of Board Counsel
10:51	Report of Board Administrator
10:55	Requests for Review
10:57	Public Comments
11:02	Adjournment