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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: 10:35 A.M.

Held at

PENNSYLVANIA DEPARTMENT OF STATE

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

March 11, 2026

1 ***

2 State Board of Funeral Directors

3 March 11, 2026

4 ***

5 [Pursuant to Section 708(a)(5) of the Sunshine Act,
6 at 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 on
9 a number of matters currently pending before the
10 Board and to receive the advice of counsel. The
11 Board entered into public session at 10:30 a.m.]

12 ***

13 The regularly scheduled meeting of the State
14 Board of Funeral Directors was held on Tuesday, March
15 11, 2026. Kenneth C. DuPree, Chairperson, called the
16 meeting to order at 10:32 a.m.

17 ***

18 Roll Call/Introduction of Attendees

19 [Kenneth C. DuPree, Chairperson, requested a roll
20 call of all of Board members and introduction of
21 attendees. A quorum of Board members was present.]

22 ***

23 [Shawn J. Jayman, Esquire, Board Counsel, noted the
24 meeting was being recorded and continued
25 participation constituted consent to be recorded.

1 Mr. Jayman also noted that the Board entered into
2 Executive Session for the purpose of conducting
3 quasi-judicial deliberations on a number of matters
4 currently pending before the Board and to receive the
5 advice of counsel.]

6

7 Approval of Minutes of the January 21, 2026 meeting

8 CHAIR DUPREE:

9

 I ask for a motion to approve the
10 minutes of January 21, 2026.

11 ACTING COMMISSIONER CLAGGETT:

12

Claggett, so moved.

13 MR. RUGGERI:

14

Ruggeri, second.

15 CHAIR DUPREE:

16

Ready for roll call.

17

18

Arion Claggett, abstain; Kenneth

19

Dupree, aye; Gregory Furlong, aye; Eric

20

Ruggeri, aye; Christopher Feryo, aye;

21

Chad Lutz, aye; Jennifer Kirk, aye.

22 [The motion carried. Acting Commissioner Claggett

23 abstained from voting on the matter.]

24

25 Report of Prosecutorial Division

1 [Timothy Fritsch, Esquire, Board Prosecution Liaison,
2 presented the Consent Agreement for Item No. 2, Case
3 Nos. 25-48-002281 and 25-48-010229. Jason Benion,
4 Esquire, Saxton & Stump, presented a statement on
5 behalf of his client.]

6 MR. JAYMAN:

7 Board Members, based on the
8 presentation from Prosecution and
9 Attorney Benion, does any Board Member
10 wish to go back to Executive Session to
11 discuss this matter?

12 Seeing none, based on Executive
13 Session deliberations, I believe the
14 Chair would entertain a motion to
15 reject the Consent Agreement for Case
16 Nos. 25-48-002281 and 25-48-010229 as
17 being too harsh.

18 CHAIR DUPREE:

19 Do we have a motion?

20 ACTING COMMISSIONER CLAGGETT:

21 Claggett, so moved.

22 MR. RUGGERI:

23 Ruggeri, second.

24 CHAIR DUPREE:

25 We're ready for roll call.

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Arion Claggett, aye; Kenneth Dupree,
aye; Gregory Furlong, recuse; Eric
Ruggeri, aye; Christopher Feryo, aye;
Chad Lutz, aye; Jennifer Kirk, aye.

[The motion carried. Mr. Furlong was recused from
deliberations and voting on the matter.]

Report of Board Counsel - Proposed Adjudication and
Order

MR. JAYMAN:

No. 3 on the Agenda is a reinstatement
case, and there's a Proposed
Adjudication and Order with regard to
that.

Based on Executive Session
deliberations, I believe the Chair
would entertain a motion to direct
Board Counsel to draft an Adjudication
and Order consistent with discussions
in Executive Session in the matter of
Antonine M. Turay, Case No. 25-48-
009565.

CHAIR DUPREE:

Can I have a motion?

1 ACTING COMMISSIONER CLAGGETT:

2 Claggett, so moved.

3 MR. RUGGERI:

4 Ruggeri, second.

5 CHAIR DUPREE:

6 Roll call.

7

8 Arion Claggett, aye; Kenneth Dupree,

9 aye; Gregory Furlong, aye; Eric

10 Ruggeri, aye; Christopher Feryo, aye;

11 Chad Lutz, aye; Jennifer Kirk, aye.

12 [The motion carried unanimously.]

13

14 Report of Board Counsel - Reconsideration of Course

15 Denial

16 [Shawn J. Jayman, Esquire, Board Counsel, presented

17 Agenda Item No. 4, the Reconsideration of Course

18 Denial for Pennsylvania Funeral Directors

19 Association, FED000006 - Every Life is Worth

20 Remembering- What Celebrants Can Do for You, Case No.

21 26-48-001407.

22 Adam Shaffer, Executive Director, Pennsylvania

23 Funeral Directors Association (PFDA), stated the

24 denial letter received by PFDA noted the denial was

25 due to the Board determining the course was related

1 to business promotion. He added Insight Institute
2 was not mentioned in the course outline. He further
3 added Insight Institute was only mentioned in the
4 biography for the presenter, Glenda Stansbury, as she
5 owns the company and is a trainer for the company;
6 therefore, the company is part of her credentials.]

7

8 MR. JAYMAN:

9 Board Members, based on Mr. Shaffer's
10 presentation regarding the request for
11 Reconsideration, do any Board Members
12 wish to go into Executive Session to
13 discuss this? Okay, seeing none.

14 Based on Executive Session
15 deliberations, I believe the Chair
16 would entertain a motion to deny the
17 request for Reconsideration of the
18 Course Approval for Every Life is Worth
19 Remembering- What Celebrants Can Do for
20 You, at Case No. 26-48-001407. Given
21 that it is a denial, if the
22 Pennsylvania Funeral Director
23 Association would like to have a formal
24 hearing, Mr. Shaffer you can reach out
25 to me and we can have that scheduled.

1 CHAIR DUPREE:

2 I would entertain a motion.

3 ACTING COMMISSIONER CLAGGETT:

4 Claggett, so moved.

5 MR. RUGGERI:

6 Ruggeri, second.

7 CHAIR DUPREE:

8 Roll call.

9

10 Arion Claggett, nay; Kenneth Dupree,
11 aye; Gregory Furlong, nay; Eric
12 Ruggeri, nay; Christopher Feryo, aye;
13 Chad Lutz, nay; Jennifer Kirk, nay.

14 [The motion failed. Board Members expressed
15 confusion on the motion. It was decided to take a
16 second vote on the same motion.]

17 ***

18 MR. JAYMAN:

19 So previously there was a provisional
20 denial denying this. This came up as a
21 Request for Reconsideration.

22 Based on Executive Session
23 deliberations, I believe the Chair
24 would entertain a motion to direct
25 Board Counsel to draft an Order denying

1 the request for Reconsideration for the
2 course Every Life is Worth Remembering-
3 What Celebrants Can Do for You, at Case
4 No. 26-48-001407, based on the fact the
5 Board believes this is a business
6 promotion.

7 CHAIR DUPREE:

8 We're ready for a motion.

9 ACTING COMMISSIONER CLAGGETT:

10 Claggett, so moved.

11 MR. RUGGERI:

12 Ruggeri, second.

13 CHAIR DUPREE:

14 Roll call.

15
16 Arion Claggett, nay; Kenneth Dupree,
17 aye; Gregory Furlong, aye; Eric
18 Ruggeri, aye; Christopher Feryo, aye;
19 Chad Lutz, nay; Jennifer Kirk, aye.

20 [The motion carried. Acting Commissioner Claggett
21 and Mr. Lutz opposed the motion.]

22 ***

23 MR. JAYMAN:

24 The next matter, No. 5 on the Agenda.

25 Based on Executive Session

1 deliberations, I believe the Chair
2 would entertain a motion to direct
3 Board Counsel to draft an Order
4 granting Reconsideration for the course
5 Wilbur Funeral Services, Inc, FED000051
6 - Unclaimed Cremated Remains, Case No.
7 25-48-019304. The approval is based
8 upon a new program description that
9 meets the requirements of the
10 regulations.

11 CHAIR DUPREE:

12 I would entertain the motion.

13 ACTING COMMISSIONER CLAGGETT:

14 Claggett, so moved.

15 MR. RUGGERI:

16 Ruggeri, second.

17 CHAIR DUPREE:

18 Roll call.

19
20 Arion Claggett, aye; Kenneth Dupree,
21 aye; Gregory Furlong, aye; Eric
22 Ruggeri, aye; Christopher Feryo, aye;
23 Chad Lutz, aye; Jennifer Kirk, aye.

24 [The motion carried unanimously.]

25 ***

1 Regulatory Issues

2 [Shawn J. Jayman, Esquire, Board Counsel, reported
3 Marc Farrell, Esquire, Regulatory Counsel, was unable
4 to attend the meeting. He noted Mr. Farrell reported
5 he was working on the General Revision package,
6 Schedule of Civil Penalties, and Act 41, Licensure by
7 Endorsement.]

8 ***

9 Report of Commissioner - No Report.

10 ***

11 Report of Board Chairperson - No Report.

12 ***

13 Report of Board Administrator - No Report.

14 ***

15 Matters for Discussion

16 [Adam Shaffer, Executive Director, Pennsylvania
17 Funeral Directors Association, stated there had been
18 chatter from funeral directors around the state
19 regarding their discontent with the licenses that
20 were received. He noted people could print the
21 licenses themselves and would like design elements to
22 make the licenses look meaningful when displayed
23 prominently in their business.

24 Acting Commissioner Claggett noted the concerns
25 presented by Mr. Shaffer. He shared there had been

1 other complaints in the past regarding the color and
2 the inability to print licenses themselves. He
3 stated changes were made to allow for people to print
4 their own licenses; however, some people do not have
5 printers. He added the license format, color, and
6 paper are soon being changed. New licenses will be
7 issued as people renew or get new licenses.]

8 ***

9 Legislative Initiatives - No Report.

10 ***

11 Continuing Education Report - No Report.

12 **

13 Applications Committee

14 MR. JAYMAN:

15 No. 7 on the Agenda and it's a request
16 for reconsideration of additional
17 employment for a female supervisor at a
18 brank location, Jill Askin, FS019123.

19 Based on Executive Session
20 deliberations, I believe the Chair
21 would entertain a motion to approve the
22 request for reconsideration and approve
23 the request for additional employment
24 in the matter of Jill Askin as she has
25 now established that her employment

1 will not substantially interfere with
2 or prevent her supervision of the
3 practice carried on at the funeral
4 establishment which she supervises.

5 CHAIR DUPREE:

6 I'll entertain a motion.

7 ACTING COMMISSIONER CLAGGETT:

8 Claggett, so moved.

9 MR. RUGGERI:

10 Ruggeri, second.

11 CHAIR DUPREE:

12 Roll call.

13

14 Arion Claggett, aye; Kenneth Dupree,
15 aye; Gregory Furlong, aye; Eric
16 Ruggeri, aye; Christopher Feryo, nay;
17 Chad Lutz, aye; Jennifer Kirk, aye.

18 [The motion carried. Mr. Feryo opposed the motion.]

19

20 Correspondence - Religious Exemptions Email

21 [Shawn J. Jayman, Esquire, Board Counsel, reported,
22 after the Board's last meeting, the Board received an
23 email for an individual indicating that they are
24 trying to create a Muslim funeral facility for
25 washing and shrouding purposes. The facility would

1 not be used for embalming or any medical procedures.
2 Mr. Jayman will forward the email to legislature.

3 Mr. Feryo agreed the email should be forwarded to
4 legislature. He questioned whether the Board had an
5 obligation to give the person a path forward in the
6 meantime, possibly by working with a licensed funeral
7 home.

8 Adam Shaffer, Executive Director, Pennsylvania
9 Funeral Directors Association, noted the individual
10 does work with a licensed facility already in the
11 Kutztown area. He had worked with the individual who
12 had asked him. He stated he personally could not
13 support the exemption as it may be a slippery slope.

14 Mr. Jayman stated further research would need to
15 be done, but he would still forward the email to
16 legislature.]

17

18 Request for Review - Ratifications

19 MR. JAYMAN:

20 The courses on the Board Agenda, they
21 were reviewed by the Continuing
22 Education Committee and were approved.

23 Based on Executive Session
24 deliberations, I believe the Chair
25 would entertain a motion to ratify the

1 action taken by the Continuing
2 Education Committee with regard to
3 these courses. For the purposes of the
4 record, I did provide the list to the
5 stenographer to be placed as an
6 attachment to the minutes. The motion
7 for Ratification, therefore, will be
8 with regard to Item Nos. 9 through 44
9 on the Agenda.

10 [SEE ATTACHED LIST.]

11 CHAIR DUPREE:

12 I will entertain a motion to ratify
13 these courses.

14 ACTING COMMISSIONER CLAGGETT:

15 Claggett, so moved.

16 MR. RUGGERI:

17 Ruggeri, second.

18

19 Arion Claggett, aye; Kenneth Dupree,
20 aye; Gregory Furlong, aye; Eric
21 Ruggeri, aye; Christopher Feryo, aye;
22 Chad Lutz, aye; Jennifer Kirk, aye.

23 [The motion carried unanimously. Approved

24 Ratifications are as follows: No. 9, FED000006 -

25 Restoring the Familiar: The Biology & Art of

1 Effective Mortuary Cosmetics; No. 10, FED000006 -
2 Greenlight on Green Funerals; No. 11, FED000006 -
3 Bloodborne Pathogens; No. 12, FED000006 - Funeral
4 Industry - A Roundtable Discussion; No. 13, FED000012
5 - Meeting Families Where They Are: Alkaline
6 Hydrolysis in Practice; No. 14, FED000012 - Natural
7 Organic Reduction 101; No. 15, FED000012 - The
8 Importance of Proper Paperwork; No. 16, FED000012 -
9 The U.S. Navy Burial at Sea Program; No. 17,
10 FED000012 - Green Light on Green Funerals; No. 18,
11 FED000012 - Understanding the Legal Landscape of
12 Alternative Disposition Methods; No. 19, FED000012 -
13 Mastering the Media: Turning Interviews into
14 Opportunities; No. 20, FED000012 - Back to the Basics
15 in the Prep Room; No. 21, FED000013 - Legal
16 Compliance & Ethics and Funeral Service; No. 22,
17 FED000013 - Rooted in Care the Brand Blueprint for
18 the Modern Funeral Home; No. 23, FED000013 -
19 Innovations in Funeral Service Technology; No. 24,
20 FED000013 - Embalming Panel Discussion; No. 25,
21 FED000013 - South African Funerals; No. 26, FED000013
22 - Succession Planning & Intergenerational Business
23 Transition; No. 27, FED000036 - Three Tools for
24 Improving Your Business; No. 28, FED000036 - Ethics
25 in Funeral Service; No. 29, FED000036 - Communication

1 Skills Fundamentals; No. 30, FED000036 - Complying
2 with the FTC Funeral Rule; No. 31, FED000036 -
3 Aftercare an Introduction; No. 32, FED000036 - Phone
4 Shoppers Your Best First Impression; No. 33,
5 FED000036 - Cremation & The Environment Online
6 Course; No. 34, FED000036 - Cremation Arrangement
7 Conference Best Practices; No. 35, FED000036 - The
8 Power of Presence Introduction; No. 36, FED000036 -
9 Presentation Without Preservation; No. 37, FED000042
10 - "Modern Grief, Messy Families, and the Funeral
11 Directors Evolving Role"; No. 38, FED000042 - The
12 Power of Human Connection - Creating Meaningful
13 Connections with the People You Serve and the People
14 You Employ; No. 39, FED000042 - It's Not Personal...
15 It's Personality: Enhancing Communication in Funeral
16 Service; No. 40, FED000051 - The Critical Importance
17 of Preneed on the Future of Deathcare; No. 41,
18 FED000051 - More Presence, More Care; No. 42,
19 FED000051, Alternative Treatments When Standard
20 Embalming is not Chosen; No. 43, FED000051, Engaging
21 with Hospice; No. 44, FED000105 - Ethically Serving
22 Seniors.]

23 ***

24 Requests for Review - Denied Course
25 MR. JAYMAN:

1 Based on Executive Session
2 deliberations, I believe the Chair
3 would entertain a motion to
4 provisionally deny the course entitled
5 Funeral Home Workplace Safety,
6 Application No. FED000006 on the basis
7 that it promotes a business and does
8 not meet the requirements of the
9 regulation.

10 CHAIR DUPREE:

11 I will entertain a motion.

12 ACTING COMMISSIONER CLAGGETT:

13 Claggett, so moved.

14 MR. RUGGERI:

15 Ruggeri, second.

16 CHAIR DUPREE:

17 Roll call.

18

19 Arion Claggett, aye; Kenneth Dupree,
20 aye; Gregory Furlong, aye; Eric
21 Ruggeri, aye; Christopher Feryo, aye;
22 Chad Lutz, aye; Jennifer Kirk, aye.

23 [The motion carried unanimously.]

24

25 MR. JAYMAN:

1 This takes us to No. 46 on the Agenda.
2 Based on Executive Session
3 deliberations, I believe the Chair
4 would entertain a motion to deny the
5 course titled Membership Has Its Perks:
6 The Value of Death Care Organizations
7 at Application No. FED000013, on the
8 basis that it is promoting a business
9 and does not meet the requirements of
10 the regulation.

11 CHAIR DUPREE:

12 I will entertain a motion.

13 ACTING COMMISSIONER CLAGGETT:

14 Claggett, so moved.

15 MR. RUGGERI:

16 Ruggeri, second.

17 CHAIR DUPREE:

18 Roll call.

19
20 Arion Claggett, aye; Kenneth Dupree,
21 aye; Gregory Furlong, aye; Eric
22 Ruggeri, aye; Christopher Feryo, aye;
23 Chad Lutz, aye; Jennifer Kirk, aye.

24 [The motion carried unanimously.]

25 ***

1 Appointment - None.

2 ***

3 Miscellaneous - None.

4 ***

5 Old Business - None.

6 ***

7 New Business - None.

8 ***

9 Public Comments -

10 [Ernie Heffner, President, Heffner Funeral Chapel and
11 Crematory, asked for clarification on Agenda Item No.
12 3.

13 Mr. Jayman replied he would be drafting the
14 Adjudication and Order based on the Executive Session
15 deliberations to be brought back at the next Board
16 meeting.

17 Mr. Heffner stated he was asking due to the age
18 of the victim and hoped the draft would not be a
19 reinstatement of a license. He noted there was no
20 shortage of bad actors in the funeral business.]

21 ***

22 [Adam Shaffer, Executive Director, Pennsylvania
23 Funeral Directors Association, commented PFDA
24 received a number of calls from funeral homes in the
25 area of the Todd T. Thompson Funeral Home, which is

1 not open due to suspension of licensure. The funeral
2 homes calling had stated Mr. Thompson had pre-
3 arrangements, which were locked up in banks, and the
4 funds were unable to be released for the funeral
5 homes which are serving the families. He asked if
6 there was anything that could be done by the Board.

7 Mr. Jayman asked if Mr. Shaffer could provide
8 information to him.

9 Mr. Shaffer noted at least one person had filed a
10 formal complaint. He will send everything to Mr.
11 Jayman for review.

12 Mr. Fritsch noted the issue might be a
13 Prosecution issue and not a Board Counsel issue. He
14 noted, if Mr. Thompson is violating funeral director
15 laws, then the complaints should come to Prosecution.

16 He asked if Mr. Shaffer wanted to know more
17 generally what happens when a funeral director is
18 revoked or suspended. Mr. Fritsch stated his review
19 of the law is that generally there was nothing in the
20 law about the Board taking a role when suspension or
21 revocation occurs.

22 Mr. Shaffer stated most funding vehicles have a
23 provision if another funeral home is serving the
24 family; however, with the bank involved, there was
25 nothing in place to allow for the funds to be paid to

1 the providing funeral home.]

2 ***

3 Adjournment

4 CHAIR DUPREE:

5 Any additional comments? Okay, hearing
6 no additional public comments, I will
7 entertain a motion to adjourn.

8 ACTING COMMISSIONER CLAGGETT:

9 Claggett, so moved.

10 CHAIR DUPREE:

11 Motion to adjourn does not need a
12 second. We are hereby adjourned.

13 [There being no further business, the State Board of
14 Funeral Directors Meeting adjourned at 11:07 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.



Allison Walker,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS
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March 11, 2026

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TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:32	Official Call to Order
10:32	Roll Call/Introduction of Attendees
10:35	Approval of Minutes
10:35	Report of Prosecutorial Division
10:44	Report of Board Counsel
10:52	Regulatory Issues
10:53	Matters for Discussion
10:55	Applications Committee
10:56	Correspondence
10:58	Requests for Review
11:03	Public Comments
11:07	Adjournment