

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

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

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

August 7, 2024

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

State Board of Funeral Directors
August 7, 2024

BOARD MEMBERS:

- Arion R. Claggett, Acting Commissioner, Bureau of Professional and Occupational Affairs
- Kenneth C. DuPree, Chairperson, Professional Member - Absent
- Gregory K. Furlong, Vice Chairperson, Professional Member - Absent
- Eric D. Ruggeri, Secretary, Public Member
- Charles F. Snyder III, Professional Member
- Christopher Feryo, Professional Member
- Jennifer Jane Kirk, Esquire, Senior Deputy Attorney General, Antitrust Section, Bureau of Consumer Protection Representative

BUREAU PERSONNEL:

- Shawn J. Jayman, Esquire, Board Counsel
- Timothy A. Fritsch, Esquire, Board Prosecution Liaison
- Nathan C. Giunta, Esquire, Board Prosecutor
- Marc Farrell, Esquire, Regulatory Counsel, Office of Chief Counsel, Department of State
- J. Leslie Warner, Board Administrator
- Lorese Alli, Licensing and Certification Evaluator

ALSO PRESENT:

- Kathleen K. Ryan, Esquire, Pennsylvania Funeral Directors Association
- Jason Benion, Esquire, Shareholder and Chair of the Death Care Group, Saxton & Stump, LLC
- Ernie Heffner, President, Heffner Funeral Chapel & Crematory, Inc.
- Harry Neel, Jefferson Memorial Cemetery, Funeral Home, Crematory, and Arboretum
- Ellie Thompson
- Andrew Joseph
- Rachel Wilbur-Adams, Sargent's Court Reporting Service, Inc.

1 ***

2 State Board of Funeral Directors

3 August 7, 2024

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 Wednesday,
15 August 7, 2024. Eric D. Ruggeri, Secretary, Public
16 Member, called the meeting to order at 10:34 a.m.

17 ***

18 Roll Call/Introduction of Attendees

19 [Eric D. Ruggeri, Secretary, Public Member, requested
20 a roll call 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 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 June 26, 2024 meeting

8 SECRETARY RUGGERI:

9

 We have the approval of the minutes for
10 the June 26, 2024 meeting.

11

Could I have a motion?

12

ACTING COMMISSIONER CLAGGETT:

13

So moved.

14

SECRETARY RUGGERI:

15

Is there a second?

16

MR. SNYDER:

17

Second.

18

SECRETARY RUGGERI:

19

Roll call, please.

20

21

Arion Claggett, aye; Eric Ruggeri, aye;

22

Charles Snyder, aye; Christopher Feryo,

23

abstain; Jennifer Kirk, aye.

24

[The motion carried. Christopher Feryo abstained

25

from voting on the motion.]

1 ***

2 Report of Prosecutorial Division

3 [Timothy A. Fritsch, Esquire, Board Prosecution

4 Liaison, had nothing to report but offered to answer

5 any Board questions.]

6 ***

7 Report of Board Counsel - Proposed Adjudication and

8 Order

9 MR. JAYMAN:

10 Number 2 on the agenda. Based on
11 Executive Session deliberations, I
12 believe the Secretary would entertain a
13 motion to have the Board draft an
14 Adjudication in accordance with
15 Executive Session deliberations in the
16 Matter of Colt Morningstar Black
17 t/d/b/a ACAIA Society and ACAIA
18 Society, Case Nos. 22-48-001391 & 22-
19 48-04494.

20 ACTING COMMISSIONER CLAGGETT:

21 So moved.

22 SECRETARY RUGGERI:

23 Is there a second?

24 MR. SNYDER:

25 Second.

1 SECRETARY RUGGERI:

2 Roll call, please.

3

4 Arion Claggett, aye; Eric Ruggeri, aye;
5 Charles Snyder, aye; Christopher Feryo,
6 aye; Jennifer Kirk, aye.

7 [The motion carried unanimously.]

8

9 Report of Board Counsel - Motion to Deem Facts

10 Admitted and Enter Default

11 MR. JAYMAN:

12 Number 3 on the agenda. Based on
13 Executive Session deliberations, I
14 believe the Secretary would entertain a
15 motion to grant the Motion to Deem
16 Facts Admitted and have counsel for the
17 Board draft an Adjudication in
18 accordance with their advice in the
19 Matter of Richard T. Wolfe Jr., Case
20 Nos. 23-48-004206 & 23-48-013666.

21 SECRETARY RUGGERI:

22 Is there a motion?

23 ACTING COMMISSIONER CLAGGETT:

24 So moved.

25 SECRETARY RUGGERI:

1 Is there a second?

2 MR. SNYDER:

3 Second.

4 SECRETARY RUGGERI:

5 Roll call, please.

6

7 Arion Claggett, aye; Eric Ruggeri, aye;

8 Charles Snyder, aye; Christopher Feryo,

9 aye; Jennifer Kirk, aye.

10 [The motion carried unanimously.]

11

12 MR. JAYMAN:

13 Number 4 on the agenda. Based on
14 Executive Session deliberations, I
15 believe the Secretary would entertain a
16 motion to grant the Motion to Deem
17 Facts Admitted and have counsel draft
18 an Adjudication in accordance with
19 Executive Session deliberations in the
20 Matter of Brittany Thomas, Individually
21 and Brittany Thomas as Executor of the
22 Estate of Allan Bruce Reid t/d/b/a
23 Moskal-Reid Funeral Home, Case Nos. 23-
24 48-004205, 23-48-013665 & 23-48-013667.

25 SECRETARY RUGGERI:

1 Do I have a motion?

2 ACTING COMMISSIONER CLAGGETT:

3 So moved.

4 SECRETARY RUGGERI:

5 Is there a second?

6 MR. SNYDER:

7 Second.

8 SECRETARY RUGGERI:

9 Roll call, please, Ms. Warner.

10

11 Arion Claggett, aye; Eric Ruggeri, aye;

12 Charles Snyder, aye; Christopher Feryo,

13 aye; Jennifer Kirk, aye.

14 [The motion carried unanimously.]

15 ***

16 Report of Board Counsel - Other

17 [Shawn J. Jayman, Esquire, Board Counsel, reported
18 approximately 13 active cases.]

19 ***

20 Regulatory Issues

21 [Marc Farrell, Esquire, Regulatory Counsel, Office of
22 Chief Counsel, Department of State, wanted to confirm
23 Board members wished to have a detailed discussion
24 and review session regarding the general revisions
25 annex for 16A-4833 at the October meeting. He asked

1 whether the Board wished to have that discussion at
2 the September meeting but mentioned they needed to
3 give stakeholders time to review the annex.

4 Secretary Ruggeri informed Mr. Farrell that he
5 would not be attending the September meeting, and
6 with Mr. DuPree being absent, the discussion would
7 occur at the October meeting. He also wanted to
8 allow the Pennsylvania Funeral Directors Association
9 (PFDA) time to review the annex.]

10 ***

11 Report of Acting Commissioner - No Report

12 ***

13 Report of Board Chairperson - No Report

14 ***

15 Report of Board Administrator - No Report

16 ***

17 Legislative Initiatives

18 [Shawn J. Jayman, Esquire, Board Counsel, noted their
19 division received a bill for natural organic
20 reduction and offered to provide updates at the
21 September meeting.]

22 ***

23 Matters for Discussion

24 [Charles F. Snyder III, Professional Member,
25 requested a summary of the goal for the October

1 regulatory session.

2 Mr. Farrell explained that the Board was provided
3 a document referred to as the annex that outlines the
4 proposed regulatory changes. He mentioned that it is
5 a fairly comprehensive package, because it
6 incorporates a number of previous packages the Board
7 had been working on but never reached the finish
8 line. He stated the Board needed to review the annex
9 and make notes for discussion during the regulatory
10 session.

11 Acting Commissioner Claggett also mentioned that
12 the regulatory session would take place at the end of
13 the regular agenda and allow participates to comment
14 on the annex.]

15

16 Continuing Education Report

17 [Eric D. Ruggeri, Secretary, Public Member, reported
18 that staff has processed and the committee has
19 approved 17 continuing education provider
20 applications for continuing education courses for
21 funeral directors. Two applications were denied
22 because they were irrelevant.]

23

24 Applications Committee

25 [Eric D. Ruggeri, Secretary, Public Member, reported

1 the staff has processed and the committee has
2 approved one internship extension for a funeral
3 director.]

4 ***

5 Adjournment

6 SECRETARY RUGGERI:

7 I make a motion for adjournment.

8 ACTING COMMISSIONER CLAGGETT:

9 So moved.

10 SECRETARY RUGGERI:

11 Is there a second?

12 MR. SNYDER:

13 Second.

14 ***

15 [There being no further business, the State Board of
16 Funeral Directors Meeting adjourned at 10:45 a.m.]

17 ***

18

19

20

21

22

23

24

25

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26

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.



Rachel Wilbur-Adams,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF FUNERAL DIRECTORS
REFERENCE INDEX

August 7, 2024

	TIME	AGENDA
1		
2		
3		
4		
5		
6		
7		
8		
9	9:00	Executive Session
10	10:30	Return to Open Session
11		
12	10:34	Official Call to Order
13		
14	10:35	Roll Call/Introduction of Attendees
15		
16	10:36	Approval of Minutes
17		
18	10:37	Report of Prosecutorial Division
19		
20	10:37	Report of Board Counsel
21		
22	10:41	Regulatory Issues
23		
24	10:42	Legislative Initiatives
25		
26	10:43	Matters for Discussion
27		
28	10:44	Continuing Education Report
29		
30	10:45	Applications Committee
31		
32	10:45	Adjournment
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		
49		
50		