

APPROVED

**BOARD OF FUNERAL DIRECTORS AND EMBALMERS
MINUTES OF TASK FORCE ON DUAL LICENSURE**

Tuesday, July 13, 2004

**Department of Health Professions
6603 W. Broad Street, 5th Floor Room 1
Richmond, Virginia, 23230**

CALL TO ORDER: A meeting of the Virginia Board of Funeral Directors, Task Force on Dual Licensure was called to order at 10: 1 0 a.m.

PRESIDING: Barry Murphy, Chair

MEMBERS PRESENT: Billie Hughes, Board Member
Susan Motley VFDA
Bob Oman, VFDA

MEMBERS ABSENT: Blair Nelson, IFHV
Rev. Alane C. Miles
Fred Carter, VMA

COUNSEL: Jack Kotvas, Assistant Attorney General

STAFF PRESENT: Elizabeth Young, Executive Director
Pam Horner, Administrative Assistant
Elaine Yeatts, Senior Policy Analyst

OTHER PRESENT: Joe Jenkins, Jr. Board Member

GUEST: David Partridge, RSS

QUORUM: With 5 members present, a quorum was established.

ORDER OF AGENDA: On a properly seconded motion by Mr. Jenkins, the Committee moved to accept the agenda.

INTRODUCTION OF BOARD AND STAFF Members of the Board, the Task Force Committee and DHP staff introduced themselves

PUBLIC COMMENT: None.

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REVIEW OF MINUTES

With a properly seconded motion by Mr. Jenkins, the Task Force approved the meeting minutes of May 17, 2004.

MANPOWER SHORTAGE

Ms. Motley reported that she contacted the National Funeral Director's Association and was informed that it had not produced any document outlining a manpower shortage in the funeral industry. She was instructed to contact the various schools for data.

Ms. Motley also informed the Task Force that currently she has over 85 resumes in the data base for VFDA and % of the resumes are from Virginians seeking employment.

**INTERNATIONAL
CONFERENCE
SURVEY REPORT**

Ms. Young provided a manpower report from the International Conference. She was informed that the report was six years old and the Conference recently reported of some inaccuracies in the report.

Ms. Hughes stated that some of the information was outdated, such as 48 mortuary schools in 2000 as opposed to 56 schools currently. She also stated that the schools were not tracking the work placement of the graduates.

NFDA ARTICLE

Mr. Oman stated that some of the data represents the general population aging. Mr. Oman raised concerns that something is missing from the reports. More schools are a reason for the decreased enrollments at the various institutions. Mr. Oman further raised major concerns about current licensure requirements and that the Board may be challenged in the future about the regulations, i.e. how can the board continue to require a stand alone crematory to operate with an individual who is licensed to embalm when the facility does not provide embalming services. These are reasonable and challengeable complaints. Mr. Oman further stated that there are people in the industry who are better directors than embalmers, and vice versa.

OTHER ARTICLES

Member of the Committee agree that the manpower shortage issue has been either exaggerated or isolated.

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ALTERNATIVES

Ms. Hughes suggested that the Committee first examine what type of job is needed within a funeral service establishment. She relayed that many of the schools were changing funeral service programs to 4 year degrees. Mr. Oman felt we needed to be more proactive rather than reactive to the actions of the courts and legislation. Mr. Murphy stated that the Board needs to begin to address those entities which are operating outside the realm of the law. Ms. Hughes conveyed that there are too many individuals in funeral homes who are practicing funeral service to provide additional help to licensees, but are not themselves licensed. She stated that this practice needs to stop. The Task Force concurred.

**RECOMMENDATIONS
TO THE BOARD**

The Committee determined to recommend three types of licenses:

- 1) Funeral Service License
- 2) Funeral Director
- 3) Embalmer

The Committee stated the following conclusions:

There is no real manpower shortage. No data to document shortage

Growing issue of use of unlicensed personnel: paraprofessional

Job Description needs to be developed for each license type

Questioned need for assistant funeral service licensee and his duties

Need to strengthen duties and responsibilities of funeral service licensees and making it feasible and necessary to hire a funeral director or funeral embalmer

Possible creation of crematory operator, who deals with the public

If the Board elevates the FSL (only one to manage main establishment), what are the duties of the director and embalmer: (director- manager of branch without embalming, manager of casket stores), and embalming (sewing, restorative work, cannot work without supervision)

Discussion may lead to reevaluating need for 4 year degree for funeral service licensee

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Mr. Kotvas reminded the Committee that it is bad for the Board when the industry seeks to dictate competition. The Board needs to remember that it is a regulatory agency that should be concerned with professional standards not the force of the marketplace.

Ms. Yeatts reminded the Committee that the mission of the Board is to protect the public.

Lastly, the Committee discussed grandfathering those funeral directors who are managers of record of main establishments, not for succession

This will be done in the form of a position statement which will be review at its next meeting August 17, 2004 at 9:00 a.m.

ADJOURNMENT

With all business concluded, the Committee adjourned at 12:40 p.m.

Barry Murphy, Chairperson

Elizabeth Young, Executive Director

Date

Date