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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: 10:31 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

October 25, 2023

State Board of Funeral Directors
October 25, 2023

BOARD MEMBERS:

Arion R. Claggett, Acting Commissioner, Bureau of
Professional and Occupational Affairs
Carmella M. Imburgia, Chairperson, Professional
Member
Kenneth C. DuPree, Vice Chairperson, Professional
Member
Milian E. Rodriguez, Secretary, Professional Member
Gregory K. Furlong, Professional Member
Eric D. Ruggeri, Public Member
Jennifer Jane Kirk, Esquire, Senior Deputy Attorney
General, Antitrust Section, Bureau of Consumer
Protection Representative - Absent

BUREAU PERSONNEL:

Carole Clarke Smith, Esquire, Senior Board Counsel
Shawn J. Jayman, Esquire, Board Counsel
Timothy A. Fritsch, Esquire, Board Prosecution
Liaison
J. Leslie Warner, Acting Board Administrator
Marc Farrell, Esquire, Regulatory Counsel,
Office of Chief Counsel, Department of State

ALSO PRESENT:

Jason Benion, Esquire, Shareholder and Chair, Death
Care, Saxton & Stump, LLC
Ernie Heffner, President, Heffner Funeral Chapel
& Crematory, Inc.
Cheyanne Cobbs, Jefferson Memorial Cemetery, Funeral
Home, Crematory, and Arboretum
Harry C. Neel, Jefferson Memorial Cemetery, Funeral
Home, Crematory, and Arboretum
Michael Turay ??? 1:57
Escamillio D. Jones, Escamillio D. Jones Funeral Home
Matthew Ford

1 ***

2 State Board of Funeral Directors

3 October 25, 2023

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 October 25, 2023. Carmella M. Imburgia, Chairperson,
16 Professional Member, called the meeting to order at
17 10:31 a.m.

18 ***

19 Roll Call/Introduction of Attendees

20 [Carmella M. Imburgia, Chairperson, Professional
21 Member, requested a roll call of Board members and
22 introduction of attendees.]

23 ***

24 [Shawn J. Jayman, Esquire, Board Counsel, noted the
25 meeting was being recorded and continued

1 participation constituted consent to be recorded.

2 Mr. Jayman also noted the Board entered into
3 Executive Session with Board Counsel to have
4 attorney-client consultations and for the purpose of
5 conducting quasi-judicial deliberations.]

6 ***

7 Approval of minutes of the September 13, 2023 meeting

8 CHAIR IMBURGIA:

9 Moving on to approval of the minutes.

10 Did everybody have a chance to review?

11 Any changes?

12 Motion to approve the minutes?

13 MR. RUGGERI:

14 So moved.

15 ACTING COMMISSIONER CLAGGETT:

16 Second.

17 CHAIR IMBURGIA:

18 Roll call.

19

20 Arion Claggett, aye; Carmella Imburgia,

21 aye; Kenneth DuPree, aye; Milian

22 Rodriguez, aye; Gregory Furlong, aye;

23 Eric Ruggeri, aye.

24 [The motion carried unanimously.]

25 ***

1 Report of Prosecutorial Division

2 [Timothy A. Fritsch, Esquire, Board Prosecution
3 Liaison, had nothing to report from prosecution.]

4 ***

5 Report of Board Counsel - Proposed Adjudication and
6 Order

7 MR. JAYMAN:

8 Number 2 on the agenda. Based on
9 Executive Session deliberations, I
10 believe the Chairperson would entertain
11 a motion to direct Board Counsel to
12 draft an Adjudication and Order
13 consistent with discussions in
14 Executive Session in the matter of
15 Antoine M. Turay, Case No. 21-48-
16 008683.

17 CHAIR IMBURGIA:

18 Do I have a motion?

19 MR. RUGGERI:

20 So moved.

21 ACTING COMMISSIONER CLAGGETT:

22 Second.

23 MS. WARNER:

24 Arion Claggett, aye; Carmella Imburgia,
25 aye; Kenneth DuPree, aye; Milian

1 Rodriguez, aye; Gregory Furlong, aye;
2 Eric Ruggeri, aye.

3 [The motion carried unanimously.]

4 ***

5 Report of Board Counsel - Miscellaneous

6 [Shawn J. Jayman, Esquire, Board Counsel, provided a
7 Status of Cases Report for the Board's review. He
8 noted the Board had 10 or 11 active cases.]

9 ***

10 Regulatory Issues

11 [Shawn J. Jayman, Esquire, Board Counsel, informed
12 Board members that he would be working on regulations
13 and the fee package with Attorney Marc Farrell.]

14 ***

15 Report of Acting Commissioner

16 [Arion R. Claggett, Acting Commissioner, Bureau of
17 Professional and Occupational Affairs, informed Board
18 members that the request for proposal (RFP) for the
19 Pennsylvania Licensing System (PALS) replacement went
20 live September 28 and would update the Board of any
21 progress.]

22 ***

23 Report of Board Chairperson - No Report

24 ***

25 Report of Board Administrator - No Report

1 ***

2 Public Comment

3 [Ernie Heffner, President, Heffner Funeral Chapel &
4 Crematory, suggested advising licensees about the
5 importance of reporting cash deposits with the next
6 newsletter. He noted becoming aware of an Internal
7 Revenue Service regulation, where they are
8 responsible to report cash receipts for funeral
9 payments. He reported fines are a minimum of \$29,400
10 per employee involved and \$500,000 to the firm for
11 not reporting.]

12 ***

13 [Carmella M. Imburgia, Chairperson, Professional
14 Member, noted the next Board meeting date is
15 Wednesday, December 6.]

16 ***

17 Adjournment

18 CHAIR IMBURGIA:

19 Motion to close the meeting.

20 ACTING COMMISSIONER CLAGGETT:

21 Second.

22 CHAIR IMBURGIA:

23 Thank you.

24 ***

25 [There being no further business, the State Board of

1 Funeral Directors Meeting adjourned at 10:39 a.m.]

2 ***

3

4 CERTIFICATE

5

6 I hereby certify that the foregoing summary
7 minutes of the State Board of Funeral Directors
8 meeting, was reduced to writing by me or under my
9 supervision, and that the minutes accurately
10 summarize the substance of the State Board of Funeral
11 Directors meeting.

12

13



14

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Matthew Ford,

16

Minute Clerk

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Sargent's Court Reporting

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Service, Inc.

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STATE BOARD OF FUNERAL DIRECTORS
REFERENCE INDEX

October 25, 2023

TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:31	Official Call to Order
10:31	Roll Call/Introduction of Attendees
10:34	Approval of Minutes
10:35	Report of Board Counsel
10:36	Regulatory Issues
10:37	Report of Acting Commissioner
10:37	Public Comment
10:39	Adjournment