



# The Conference Report

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The International Conference of  
Funeral Service Examining Boards, Inc.  
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## From The President

During the first half of my presidency I have seen many exciting changes for The Conference. I have appointed a committee to construct a task analysis survey that will be sent out to 5,000 funeral directors and embalmers throughout the country. The results of the survey will be used as a cornerstone to update the item bank for the National Board Examination to make it reflective of the knowledge level of an entry level practitioner in today's workplace. These surveys will be mailed out near the end of November and I urge you to take a few moments to complete it if you receive one as participation is crucial to the success of this project. I would like to take this opportunity to thank John Runsvold for his work in chairing the 2004 Task Analysis committee and acknowledge the following individuals for their contributions to the committee: William Counce, Patricia Daniels, Jerry Griffin, Stephanie Kann, Tim Krause, Joseph Larsen, Harvey Leavitt, III, Edward O'Sullivan, and Jacquie Taylor. The Conference would like to extend its sincere appreciation to this group for donating their time and talents to such a daunting project.



Another project that I am excited about for the coming year is the possible implementation of a national disciplinary database that would be hosted by The Conference and would allow member regulatory boards access to information from across the country. Under the leadership of President Cheryl Smith, the Association of Executives of Funeral Service Boards has agreed to work on this project in conjunction with The Conference. I would also like to thank Cheryl and the Association for helping to raise the level of service ICFSEB can provide to its membership.

In the following pages you will find a registration form for the 101<sup>st</sup> Annual Convention which will be hosted by The Conference in Northwest Arkansas. We are currently working on the agenda for that meeting and I am excited about the programs that will be available. The Board of Directors is proud to host a reception at our home office in Fayetteville during the convention and we would like to invite you to join us for a tour of our facilities.

I look forward to the final six months of my Presidency and thank the Board of Directors for making the past six months an enjoyable and enlightening experience for me. The International Conference of Funeral Service Examining Boards is growing and changing each year and I am thankful for the opportunity to be a part of its evolution.

Respectfully Yours,  
John J. Michelotti

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# News from the District 7

District 7 held a district meeting on August 27, 2004 in Austin, Texas. With twelve members present, three of the four states making up District 7 had representation present for this meeting. The meeting was attended by: Lloyd Brown (OK), James Shoemake (TX), Mike Rasch (LA), Foster Guillory (LA), Louis Charbonnet (LA), Stuart Moen (TX), Joe Harris (OK), Jason Altieri (TX), Dr. Charles Brown (OK), Terry McEnany (OK), and Frank Solis (TX). Dalene Paull (ICFSEB) joined the group via teleconference. Mr. Chet Robbins, ICFSEB District 7 Governor and Executive Director for the Texas Funeral Service Commission facilitated the meeting.

The attendees participated in discussions of interest to both the State Regulatory and Licensing Boards and the colleges of Funeral Service Education including such topics as the development of an Accredited Funeral Director Only Program, the development of a Standardized Reciprocal Application for use by the four states in District 7, development of a National Disciplinary Database, Cremation Rules and Cremation Training, the use of Electronic Death Certificates, and considered the use of a Standardized Embalming Case Report within District 7. The group also developed a list of potential topics and speakers for future meetings held by both District 7 and The Conference.



*Pictured above (left to right): Stuart Moen, Frank Solis, Chet Robbins, James Shoemake, and Jason Altieri*



*Pictured above (left to right): Mike Rasch, Louis Charbonnet, Chet Robbins, and Foster Guillory*



*Pictured above (left to right): Lloyd Brown, Joe Harris, Dr. Charles Brown, and Terry McEnany*

## 2004 NBE Statistics

*January - August*

### National Board - Arts Examination (NBA)

	<b>Total Tested</b>	<b>Pass #</b>	<b>Pass %</b>	<b>Fail #</b>	<b>Fail %</b>	<b>Absent #</b>	<b>Absent %</b>	<b>Total Number</b>
First Time	843	704	83.5%	139	16.5%	4	0.5%	847
Repeater	137	70	51.1%	67	48.9%	2	1.4%	139
<b>Total</b>	<b>980</b>	<b>774</b>	<b>79.0%</b>	<b>206</b>	<b>21.0%</b>	<b>6</b>	<b>0.6%</b>	<b>986</b>

### National Board - Science Examination (NBS)

	<b>Total Tested</b>	<b>Pass #</b>	<b>Pass %</b>	<b>Fail #</b>	<b>Fail %</b>	<b>Absent #</b>	<b>Absent %</b>	<b>Total Number</b>
First Time	833	631	75.8%	202	24.2%	3	0.4%	836
Repeater	256	85	33.2%	171	66.8%	5	1.9%	261
<b>Total</b>	<b>1,089</b>	<b>716</b>	<b>65.7%</b>	<b>373</b>	<b>34.3%</b>	<b>8</b>	<b>0.7%</b>	<b>1,097</b>

# 2005 Convention Registration Form

Name: \_\_\_\_\_ State Board/Mortuary School Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Are you a licensed Funeral Service Practitioner  
subject to Continuing Education Requirements?  
q Yes q No

Spouse or Guests name: \_\_\_\_\_

## REGISTRATION FEE

1. \$ 250.00

(includes lunch tickets, reception tickets, and awards banquet ticket for one person and registration materials)

## **I WILL BE ATTENDING – Please indicate what functions you plan on attending**

(If your guest will be attending any of the following functions with you please indicate you need to purchase an extra ticket – total the ticket amount to the left and place the total amount due for payment on line # 8)

- q Buffet Luncheon - Saturday, April 9th  
\_\_\_\_\_ Extra Tickets for guests @ \$25.00 each 2. \_\_\_\_\_
- q The Vice-Presidential Reception - Saturday, April 9th  
\_\_\_\_\_ Extra Tickets for guests @ \$15.00 each 3. \_\_\_\_\_
- q Awards Banquet – Saturday, April 9th  
\_\_\_\_\_ Extra Tickets for guests @ 35.00 each 4. \_\_\_\_\_
- q Buffet Luncheon - Sunday, April 10th  
\_\_\_\_\_ Extra Tickets for guests @ \$25.00 each 5. \_\_\_\_\_
- q I would like to attend the Association of Executives of Funeral Service Boards Meeting  
Friday, April 8, 2004 8:30 AM – 5:00 PM Registration Fee \$40.00 6.

(Lunch will be provided with cost of registration)

- q **Each Additional Person from your school or state board** 7. \$215.00  
(You must fill out a registration form for each individual, includes lunch tickets, reception tickets,  
and awards banquet ticket for one person, and registration materials)

**All Registrations received after March 5th (including on-site) will be charged  
the on-site fee of \$275.00 per individual.**

**Total Amount Due:** (Add totals from lines 1-7) 8. \$ \_\_\_\_\_

Tickets will be enclosed in your registration packet, which you will pick up at the Registration Desk in Rogers, AR.

**Hotel registrations must be made individually by MARCH 6<sup>th</sup> at the Embassy Suite, NorthWest Arkansas.**

**Please call**

**1-800-EMBASSY or visit [www.embassysuites.nwa.com](http://www.embassysuites.nwa.com). Code: IFB Room Rate is \$121 Single or Double  
occupancy.**

**PAYMENT: Check – (Make payable to “The Conference”) Visa or MasterCard**

**Card number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. date: \_\_\_\_ / \_\_\_\_ (mm/yy)**



Rogers, AR 72758

# Make your plans now to attend the 101st Annual Convention April 9-10, 2005

held at the  
Embassy Suite, NorthWest Arkansas  
3303 Pinnacle Hills Parkway

Reservations must be made by March 6, 2005.

Reservations can be made by calling  
1-800- EMBASSY or by visiting the website

[www.embassysuites.nwa.com](http://www.embassysuites.nwa.com)

Code: IFB

Rate: \$121.00 Single or Double Occupancy



## New Services

The Conference is pleased to announce that we are now offering **State Board Examinations in a computer based testing format**. The fee for the SBE will be \$150 and candidates will apply directly to the ICFSEB office. The Conference office will hold candidate applications until State Board offices verify the candidates eligibility to sit for your respective SBE. State Board Exams will be held at the same H & R Block offices as the National Board Exam and candidates can schedule exams at their convenience Monday thru Friday from 8:00 a.m. to 5:00 p.m. at any participating location throughout the country. For a complete listing of examination sites, please visit [www.cfseb.org](http://www.cfseb.org) and follow the appropriate links. Those State Boards that are interested in converting from a paper/pencil SBE over to CBT SBE's should contact Dalene Paull, Executive Director of The Conference at 479-442-7076 for information on the conversion process.

The Conference is now offering a **State Board Examination Study Guide**. The cost of the SBE Study Guide is \$20.00. Orders are shipped out the same day received by U.S. Postal Service Priority Mail. The SBE Study Guide was published in July 2004.

Sample Questions

Helpful Test Taking Strategies

SBE Content Outlines

Professional Expectations

Glossary Items

Appendices for Reference



Please contact The Conference Office at 479-442-7076 or [cfseb@cfseb.org](mailto:cfseb@cfseb.org) for more information regarding the SBE Study Guide or for an order form.



The **Association of Executives of Funeral Service Boards (AEFSB)** has set up a group list serve for the AEFSB membership as a means of informal communications between state executives, a forum to exchange ideas, hot topics, state legislative agendas, etc. For more information about joining the site please visit <http://groups.msn.com/AEFSB>

The **AEFSB Executive Committee for 2004-2005** is as follows:

**President** - Cheryl Smith, Montana

**Vice-President** - Sherri Douglass, West Virginia

**Secretary** - Paul Harris, North Carolina