

Board of Registration of Funeral Directors & Embalmers
PUBLIC MINUTES
May 10, 2023

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order at 3:30 pm at 7 Eagle Square, Concord, NH. Members present included Vincent Baiocchetti III (Chairman), Matthew Roan, Timothy Kenney and Eric Rochette. Absent was Susan Hopkins. Representing the OPLC was Shana Warriner, Board Administrator, and Shane Goulet OPLC Board Attorney.

I. Call to Order

II. Approval of Public Minutes from April 12, 2023 – M. Roan made a motion to approve the minutes from April 12, 2023, E. Rochette seconded, motion passes with a roll call vote. Tim Kenny abstained.

III. Hearings - None.

IV. OPLC/Board Administrator Updates.

V. Applicants –

- a. Douglas Gilman – Apprentice Embalmer** – T. Kenney made a motion to approve application. M. Roan seconded; motion passes with a roll call vote.
- b. Jessica Boucher – Apprentice Embalmer** – T. Kenney made a motion to approve application. M. Roan seconded; motion passes with a roll call vote.
- c. Joseph Passanise – Apprentice Embalmer** – T. Kenney made a motion to approve application. M. Roan seconded; motion passes with a roll call vote.
- d. Timothy Eldridge – Embalmer** – Tabled until June. Missing monthly reports.

VI. Review Apprenticeship Extension Requests

- a. Brian Smith** – M. Roan made a motion to approve the extension. T. Kenney seconded; motion passes with a roll call vote.

VII. Review Apprenticeship Sponsor Changes – None.

VIII. Licenses Issued –

IX. Review Funeral Home and Crematory Inspections –

X. Miscellaneous and Other Information

XI. Continuing Education Review

a. Matt Roan

1. Wilbert Funeral Services – Funeral Service and Young Families: What you Need to Know, DIY Consumer, and Valued – Based Client Engagement. All courses approved and will be added to the CEU list on the website.

b. Susan Hopkins

1. Graystone Associates Inc – Quick Start 1 & 2 – Denied due to need more information on the break down of the times for each section of the training.

2. Institute for Advanced Mortuary Studies - 2023 Dodge Technical Seminar.

Approved.

c. Certified Safety Training – Full Funeral Home OSHA Safety and FTC Funeral Rule. Both were approved.

d. Matthews Environmental Solutions – Cremator Operation Certification Program – Denied.

D. Eric Rochette

1. Selected Educational Trust – Recruitment and Retention: Times Have Changed. Approved

2. ICCFA – ICCFA 2023 Annual Conference and Exposition. Approved.

3. WebCE – Bloodborne Pathogens, Communicating Effectively with Seniors, Conflict Resolution for Funeral Directors, Cremation Best Practices, Cremation Prearrangement Conference Best Practices, Death Care Trends That Are Changing Tradition, Ethical Business Practices for Funeral Directors, Final Expenses Insurance, Funeral Customs with Military Families, Funeral Operations During a Pandemic, Funeral Personalization and Family Engagement, Intercultural Burials, Managing Grief: A Guide for the Funeral Professional, Modern Funeral Home Management, OSHA Emergency Action Plans for Funeral Homes, OSHA Practice Standards for Funeral Professional, OSHA Workplace Rights, Pre-Need Planning, Public Speaking for Funeral Directors, Top 5 Things They Didn't Teach you in Mortuary School, Understanding Social Security: Case Studies for Funeral Directors, What Every Funeral Professional Should Know About Alkaline Hydrolysis and When Disaster Strikes" Mass Fatalities and Community Impact. All approved.

4. United South and Eastern Tribes Inc – Working with Native American Communities: The Funeral Directors Role. Approved.

XII. Board Business

a. T. Kenney made a motion that the Board considers their licensees to be consider healthcare professionals as defined by 310-A:1(f). M. Roan seconded; motion passes with a roll call vote.

XIII. Non- Public

First Session

At 4:21 pm, V. Baiocchetti made a motion to go into non-public session, E. Rochette seconded, motion passes with roll call vote, the board voted to enter non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, RSA 325:33, I, RSA 325:34, VI, and the board's executive and deliberative privileges. The Board returned to Public Session at 4:23 p.m.

At 4:48 pm, T. Kenney made a motion to seal and withhold the minutes of the non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective is not subject to public disclosure pursuant to RSA 325:33, I, RSA 325:34, VI. E. Rochette seconded, motion passes with a roll call vote,

Second Session

At 4:54 pm, V. Baiocchetti made a motion to go into non-public session, E. Rochette seconded, motion passes with roll call vote, the board voted to enter non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential board business and noting that such a

non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, RSA 325:33, I, RSA 325:34, VI, and the board's executive and deliberative privileges. The Board returned to Public Session at 4:26 p.m.

At 5:11 pm V. Baiocchetti made a motion to seal and withhold the minutes of the non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective is not subject to public disclosure pursuant to RSA 325:33, I, RSA 325:34, VI. E. Rochette seconded, motion passes with a roll call vote,

The meeting adjourned at 5:15 p.m.

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