



Board of Funeral Directors and Embalmers

Public Meeting Minutes

Funeral Directors & Embalmers Board
Mar 13, 2024 at 3:00 PM EDT
@ 7 Eagle Square Concord NH - Hearings Room

Attendance

Present:

Members: Vinnie Baiocchetti, , Ryann Healy, Susan Hopkins, Matt Roan, Eric Rochette

Staff: Terese Barton-Board Administrator, Cassandra Brown-Board Counsel, Tracey Sopinks -LSR

I. Call to Order

Board Chair V. Baiocchetti called the Funeral Directors and Embalmer Public Meeting to order at 3:00 pm.

II. Approval of Public Minutes

A. Funeral Meeting Minutes from February 14, 2024

Upon a motion by S. Hopkins and seconded by R. Healy, the Board voted to accept the February 14 meeting minutes, with a roll call vote.

III. Applications

A. Apprentice Embalmer Application

1. Larissa Nichols

R. Healy interviewed Larissa Nicholas and Sponsor for Ms. Nichols the apprentice embalmer application. R. Healy reviews the apprenticeship requirements with the applicant and sponsor.

IV. OPLC/Board Administrator Updates

V. Legislative and/or Rules Updates

- 1095 amendment, discussion.
 - Peter Moring NHFDA via zoom
- A. Need to vote to initiate rulemaking and vote in a board member as liaison.
Fri 301.02 - 301.09, Fri 302.02 - 302.04, and 303.01 - 303.03.

Motion:

Upon a motion by V. Baiocchetti and seconded by S. Hopkins, the Board voted for M. Roan to be the liaison for the rulemaking process, with a roll call vote.

B. Rules with Tina/Frl 200-Adopted Text & Cover Letter & Frl 404 - Final Proposal

1. Frl 200 - Adopted Text with Cover Letter

Motion:

Upon a motion by M. Roan and seconded by S. Hopkins the Board voted to adopt the 200's Adopted Text, with an all-roll call vote.

2. Frl 404 - Final Proposal - Draft

Upon a motion by M. Roan and seconded by E. Rochette, the Board voted to accept the Frl 404 - Final Proposal, with a roll call vote.

VI. Review Funeral Home and Crematory Inspections

A. Susan Hopkins - assigned inspections

1. Zis Sweeney Funeral Home - assigned 11/17/23

Passed

B. Matthew Roan - assigned inspections

C. Ryann Healy - assigned inspections

D. Eric Rochette - assigned inspections

E. Vinnie Baiocchetti - assigned inspections

VII. Continuing Education Review

A. Eric Rochette

Motion:

Approved all CE requests.

B. Matthew Roan

Motion:

Approved the 2024 OGR conference. Innovations in Licensing denied 1 hour, Funeral Services Administrators' Forum denied 2.5 hours, and District Meetings denied for 2 hours. A total of 5 hours not approved.

C. Susan Hopkins

Motion:

Approval all CE's requests

D. Ryan Healy

Motion:

Approved all CE's requests.

VIII. Non-Public

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.

Motion:

Upon a motion by V. Baiocchetti and seconded by S. Hopkins, the Board voted to move into Non-Public session, with a roll call vote.

IX. Sealing of Non-Public Minutes

Return to public session and withhold the minutes of the preceding 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.

Motion:

Upon a motion by V. Baiocchetti and seconded by S. Hopkins, the Board voted to Seal the Non-Public minutes at 3:56 pm.

X. Adjournment - Next Board meeting is April 10, 2024

Motion:

Upon a motion by V. Baiocchetti and seconded by M. Roan, the Board voted to Adjourn at 3:57 pm.