



State of New Hampshire

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION DIVISION OF LICENSING AND BOARD ADMINISTRATION

Board of Registration of Funeral Directors and Embalmers

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PUBLIC MINUTES

June 8, 2022

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order at 3:35 pm at 7 Eagle Square, Concord, NH. Members present included; Vincent A. Baiocchetti III (Chairman), Timothy P. Kenney, Eric P. Rochette, Susan J. Hopkins, and Daniel B. Stockbridge.

On a motion made by Susan J. Hopkins and seconded by Eric P. Rochette, the Board approved the regular meeting minutes of May 11, 2022 as written. Timothy P. Kenney abstained.

HEARING(S):

The Board discussed the motion submitted on behalf of Phaneuf Funeral Home to continue the hearing to October. On a motion by Eric P. Rochette and second by Timothy P. Kenney, the Board accepted the motion to continue the hearing to the October Board meeting. Vincent A. Baiocchetti recused.

APPLICANTS:

Kathryn Spencer (Wilkinson-Beane Funeral Home) - Embalmer Apprentice

Ms. Spencer and her sponsor were present to meet with the Board.

The Board reviewed the apprenticeship application and discussed apprenticeship requirements, laws, and rules with Ms. Spencer.

Jacob Godfrey (Carrier Funeral Home) – Embalmer

The Board reviewed the embalmer application and Mr. Godfrey's apprentice reports, confirming that Mr. Godfrey has completed all the requirements of his apprenticeship and is eligible to take the Embalmer practical exam.

Chris Laurin (Davis Funeral Home) – Funeral Director

The Board reviewed Mr. Laurin's funeral director application and six month apprenticeship reports, confirming that all requirements have been completed and that Mr. Laurin is eligible to take the written Funeral Director exam.

On a motion by Vincent A. Baiocchetti and second by Daniel B. Stockbridge, the Board voted to approve the applications above.

REVIEW APPRENTICE EXTENSION REQUEST(S):

The following request was approved by the Board on a motion from Daniel B. Stockbridge and seconded by Susan J. Hopkins.

- Cody Beane – 1st extension

APPRENTICESHIP SPONSOR CHANGES:

LICENSES ISSUED (INFORMATIONAL):

Brian Pettengill was issued an Embalmer Apprentice license.
Hanna Goffinet was issued an Embalmer license.
Ashlee Christopher was issued an Embalmer license.

REVIEW FUNERAL HOME AND CREMATORY INSPECTIONS:

MISCELLANEOUS & OTHER INFORMATION:

CONTINUING EDUCATION:

On a motion from Daniel B. Stockbridge, seconded by Vincent A. Baiocchetti, the Board voted to approve the following continuing education courses;

The National Funeral Directors Association requested continuing education credit for the following courses;

- NFDA Meet the Mentors 4.25 hours
- NFDA Future’s Forum 12 hours
- Bridging the Gap: Connecting with Your Community 1 hour

The New Hampshire Funeral Directors Association requested continuing education hours for the following courses;

- Challenges of Tissue Gas 1 hour
- FTC Funeral Rule Compliance 1 hour
- The Reality and History of the Last 100 Years and Its Impact 1 hour
- Preserving and Restoring Tissue Donors 1 hour
- OCME & Funeral Directors 1 hour

The Conference Online requested continuing education hours for the following courses;

- Don’t Stop Us Now, We’re on a Role: Roles & Hats 1 hour
- The Conflict Zone: Conflicts and Solutions 1 hour

Selected Independent Funeral Homes requested continuing education hours for the following courses;

- Forum FOCUS: Expert Edition (May 2022) 3 hours
- Forum FOCUS: Expert Edition (June 2022) 3 hours

FabCO Admin Services requested continuing education hours for the following courses;

- Bloodborne Pathogens – RAS 1 hour

BOARD BUSINESS:

Exam Contract – Heather Kelley, OPLC Finance Director

Heather Kelley, Finance Director of the Office of Professional Licensure and Certification met with the Board regarding the administration of the Board’s written exam potentially being contracted through Prometric. After further discussion considering the additional information received from the Board Administrator, on a motion by Vincent A. Baiocchetti and second by Timothy P. Kenney, the Board voted to proceed with the contract for exam administration.

Peter Morin provided an update to the Board on recent legislation. HB 1320, relative to public exposure of deceased human bodies, the bill passed the Senate and the House and is enrolled to be signed by the Governor.

Governor Sununu signed Executive Order 2022-05 directing toll attendants working in the cash lanes at toll booths to waive the toll fare for participants in funeral processions, effective immediately.

Board Chair Vincent A. Baiocchetti presented a certificate of recognition to exiting Board Member Daniel B. Stockbridge, whose term expired on June 13, 2022. The Board thanked Mr. Stockbridge for his commitment and service to the Board.

NON-PUBLIC SESSION:

At 4:08 pm, on a motion by Vincent A. Baiocchetti, seconded by Susan J. Hopkins and by a unanimous 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 4:33 p.m.

At 4:34 p.m., on motion by Vincent A. Baiocchetti, seconded by Eric P. Rochette, the Board voted 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.

The meeting adjourned at 4:35 p.m.