



State of New Hampshire

**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION
Board of Registration of Funeral Directors and Embalmers
7 Eagle Square, Concord, NH 03301-2412
Phone: 603-271-2152**

PUBLIC MINUTES August 10, 2022

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order at 3:27 pm at 7 Eagle Square, Concord, NH. Members present included; Vincent A. Baiocchetti III (Chairman), Timothy P. Kenney, Matthew J. Roan and Susan J. Hopkins. Excused: Eric P. Rochette.

On a motion made by Susan J. Hopkins and seconded by Timothy P. Kenney, the Board approved the regular meeting minutes of July 13, 2022 as amended. Abstained: Matthew J. Roan.

NON-PUBLIC SESSION:

At 3:27 pm, on a motion by Susan J. Hopkins, seconded by Timothy P. Kenney 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 4:25 p.m.

At 4:25 p.m., on motion by Susan J. Hopkins, seconded by Matthew J. Roan, 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.

HEARING(S):

APPLICANTS:

Jasmine Rice (Bennett Funeral Home) – Embalmer Apprentice
Ms. Rice 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. Rice.

On a motion from Susan J. Hopkins, seconded by Timothy P. Kenney, the Board voted to approve the application above.

REVIEW APPRENTICE EXTENSION REQUEST(S):

The following request was approved by the Board on a motion from Timothy P. Kenney and seconded by Susan J. Hopkins.

- Alaina Webster – 1st extension

The following request was approved by the Board on a motion from Susan J. Hopkins and seconded by Timothy P. Kenney, with a reminder that extensions are to be requested 30 days before expiration.

- Logan McIntosh – 2nd extension

The following request was tabled by the Board until October on a motion by Timothy P. Kenney and seconded by Matthew J. Roan.

- Kora Michaud – 2nd extension

APPRENTICESHIP SPONSOR CHANGES:

LICENSES ISSUED:

Ashlee Christopher was issued a Funeral Director and Embalmer license.
Jacob Godfrey was issued a Funeral Director and Embalmer license.

REVIEW FUNERAL HOME AND CREMATORY INSPECTIONS:

MISCELLANEOUS & OTHER INFORMATION:

Lucas Dumont notified the Board that he is no longer employed with Northeast Cremation Service, effective immediately.

On a motion by Timothy P. Kenney, seconded by Matthew J. Roan, the Board voted to send a letter to Northeast Cremation Service, requesting more information on who the new funeral director is that is in charge of Northeast Cremation Service.

Kali Crowley inquired to the Board regarding clarification on licensure. The Board tabled the subject to discuss in non-public session

CONTINUING EDUCATION:

On a motion from Timothy P. Kenney, seconded by Vincent A. Baiocchetti, the Board voted to approve the following continuing education courses;

The National Funeral Directors Association requested continuing education hours for the following course;

- The National Emerging Leaders Program (NELP) 24 hours

The Cremation Society of North America requested continuing education hours for the following courses;

- 2022 Green Funeral Conference 9 hours

Life Forest requested continuing education hours for the following courses;

- Cremation Guidebook 2 hours
- Guardian Options for Dignified Burial of Unclaimed Cremated Remains 2 hours

The following continuing education courses were tabled until the next scheduled meeting to obtain more information.

Selected Educational Trust requested continuing education hours for the following courses;

- Life Hacks for Everyday Life 8 hours

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

- 2022 Annual Meeting 9.5 hours

BOARD BUSINESS:

NON-PUBLIC SESSION:

At 4:59 pm, on a motion by Vincent A. Baiocchetti, seconded by Timothy P. Kenney 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 5:27 p.m.

At 5:27 p.m., on motion by Vincent A. Baiocchetti, seconded by Susan J. Hopkins, 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 5:28 p.m.