

MINUTES

STATE OF NEW HAMPSHIRE BOARD OF REGISTRATION OF FUNERAL DIRECTORS AND EMBALMERS

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order on January 10, 2018 at 3:34 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Eric P. Rochette, Vincent A. Baiocchetti III and Daniel B. Stockbridge.

On a motion made by Timothy P. Kenney and seconded by Susan J. Hopkins the board approved the regular meeting minutes of December 13, 2017 as amended.

Motion to commence non-public session:

At 3:36 pm, on a motion made by Timothy P. Kenney 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. Each member recorded his or her vote on the motion, which passed by unanimous poll vote of all members present and included all members listed above.

At 4:07 pm, on a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board voted to 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.

Actions authorized during non-public session: On motion made by Timothy P. Kenney seconded by Eric P. Rochette and vote was unanimous.

I. PRACTICAL EXAMINATION:

KNOTTS, Stephanie M. (Cremation Society of New Hampshire)

II. APPRENTICE EMBALMER APPLICATION(S):

GRINLEY, William J. (Brookside Chapel & Funeral Home) – Effective 1/10/2018. Vincent A. Baiocchetti III voted not to extend the apprenticeship.

CHARLES, Raschel (Chadwick Funeral Service)

SAUER, Paul (R.M. Edgerly & Son)

III. FUNERAL HOME INSPECTIONS:

Tabled – Wendell J. Butt Funeral Home (Penacook) completed 6/1/2017 by Susan J. Hopkins

Tabled - Bernier Funeral Home (Somersworth) completed 9/14/17 by Timothy P. Kenney

IV. CORRESPONDENCE:

Discussed letter received from Thomas Janosz (Cain & Janosz Funeral Home and Cremation Service) notifying the Board of ownership transfer to Glenn Ward as of December 13, 2017.

V. CONTINUING EDUCATION APPROVED:

FuneralCE online programs for 2018.

- Bloodborne Pathogens 2 hours
- OSHA Practice Standards 4 hours
- Communicating Effectively with Seniors 2 hours
- Conflict Resolution for Funeral Directors 3 hours
- Cremation Best Practices 3 hours
- Final Expense Insurance 3 hours
- Insuring Funeral Homes 5 hours
- Intercultural Burials 5 hours
- Managing Grief 5 hours
- OSHA Workplace Rights 2 hours
- Pre-Need Planning 5 hours
- Public Speaking for Funeral Directors 5 hours
- Understanding Social Security: Case Studied for Funeral Directors 4 hours
- Working Ethically with Seniors 2 hours
- When Disaster Strikes: Mass Fatalities and Community Impact 2 hours
- High Risk Direct Disposal: Lessons Learned from Ebola Outbreak 1 hour

Funeral Service Academy online programs 2018.

- Communicable Disease and Funeral Professionals 1 hour
- OSHA Compliance Guidance for Funeral Homes (Part 1) 3 hours
- OSHA Compliance Guidance for Funeral Homes (Part 2) 3 hours
- Funeral Home Safety Overview 1 hour
- Safety within Funeral Homes 2 hours
- Complying with the Federal Trade Commission Funeral Rule 3 hours
- OSHA Compliance Guidance for Funeral Homes 5 hours
- Grief and Cultural Competence: Jewish Traditions 1 hour
- Grief and Cultural Competence: Hispanic Traditions 1 hour
- Grief and Cultural Competence: The African American Diaspora 1 hour
- Embalming: Disease & Conditions 3 hours
- Embalming: Autopsies & Organ/Tissue Donors 1 hour

MKJ Marketing (13.5 hours) program entitled “2018 Marketing Summit” to be held February 26-28, 2018 in Vail, CO and March 19-21, 2018 in Clearwater Beach, FL.

National Funeral Directors Association (1 hour) webinar entitled “Pursuit of Excellence: Best Practices Panel” to be held March 8, 2018.

National Funeral Directors Association (8 hours) for the 2018 NFDA Cremation Conference to be held February 24-25, 2018 in St. Pete Beach, FL.

National Funeral Directors Association (1 hour) webinar entitled “VA Update: Preneed, Benefits, & Memorialization” to be held February 22, 2018.

International Cemetery, Cremation and Funeral Association (8 hours) for the ICCFA Wide World of Sale Conference to be held January 9-12, 2018 in New Orleans, LA. The following sessions were denied credit:

- Fireside Chat
- Does Your Exhibit Program Have a Killer Strategy to Win the Attendee Engagement Battle

APEX continuing education solutions home study courses for 2018.

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| • A Brief History of Burial & Preservation Practices | 1 hour |
| • Creating Marketing Ideas for Funeral Homes | 1 hour |
| • Telephone Inquiry Manual for Funeral Homes | 2 hours |
| • Working With Difficult People in Conflict | 2 hours |
| • Funeral Service Ethics | 2 hours |
| • Green Burial 101 | 2 hours |
| • The Funeral Director and Organ & Tissue Donation | 2 hours |
| • Funeral Rituals and Mental Health | 3 hours |
| • OSHA Essentials | 3 hours |
| • The FTC Funeral Rule | 3 hours |
| • Infant Embalming Techniques | 3 hours |
| • Restoration of a Tissue Donor | 3 hours |
| • Understanding Grief | 3 hours |
| • After Suicide: How to Support Survivors of the Loss | 2 hours |
| • Are You Stressed? Signs & Solutions | 4 hours |
| • Preneed Planning: What Every Funeral Director Should Know | 4 hours |

International Order of the Golden Rule (9 hours) for the 2018 Annual Conference and Solution Center to be held April 4-6, 2018 in Savannah, GA.

Education Workers Group (funeralcontinuingeducation.com) credit denied for web-based program entitled “Funeral Home and Heroin Overdose Training”.

National Funeral Directors Association Online Learning Center courses tabled for further review.

- Conflict Management for Funeral Directors – Successful Interpersonal Communications 4 hours
- Deathcare Marketing – 25 FAQs 6 hours
- Embalming Perspectives and Paradigms Challenged 6 hours
- Embalming the Obese Case 3 hours
- Funeral Service Ethics 2 hours
- Marketing a Funeral Home for Long-Term Profitability 3 hours
- Offering Funeral Packages in Compliance with the FTC Funeral Rule 2 hours
- Professional Ethics in Funeral Service: NFDA’s Code of Conduct 1 hour
- The Funeral – A Chance to Touch, A Chance of Serve, A Chance to Heal 4 hours
- Understanding a Child’s Grief: Insights for Funeral Home Owners, Directors, Staff 3 hours
- Understanding and Managing Grief 6 hours
- Understanding the Practice of the FTC Funeral Rule 3 hours

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 5:07 pm.

Minutes respectfully submitted by Susan M. Russell, Board Administrator.