

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 April 11, 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 Eric P. Rochette the board approved the regular meeting minutes of March 14, 2018.

Sheri Walsh met with the Board to introduce herself as the new Director of Health Professions.

Motion to commence non-public session:

At 3:49 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.

Motion to return to public session:

At 5:22 pm, on a motion made by Timothy P. Kenney seconded by Susan J. Hopkins 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 Vincent A. Baiocchetti III and vote was unanimous.

I. REQUESTS FOR APPRENTICESHIP EXTENSION:

DAVISON, Anna (Tasker Funeral Home)

II. APPRENTICE EMBALMER APPLICATION(S):

MCCARTHY, Timothy (Mayhew Funeral Home) – (Incomplete Application)

VARANO, James E. (Connor-Healy Funeral Home)

MCCARRON, Kati (Tasker Funeral Home)

III. APPRENTICE EMBALMER INTERVIEWS:

WILDAY, Randall S. (J. Verne Wood Funeral Home) – 4/9/2018

IV. 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

Passed – Cain & Janosz Funeral Home (Manchester) completed 3/22/18 by Susan J. Hopkins

Passed – Smith & Heald Funeral Home (Milford) completed 3/28/18 by Timothy P. Kenney

Passed – Holt-Woodbury Funeral Homes (Henniker & Hillsboro) completed 3/30/18 by Timothy P. Kenney

V. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association (1 hour) webinar entitled “Why Your Families Should Witness the Cremation” to be held May 17, 2018.

National Funeral Directors Association (9.75 hours) for the Embalming and Restorative Arts Seminar to be held May 17-18, 2018 in Pittsburgh, PA.

The International Order of the Golden Rule for the following online courses.

- Opioid Epidemic: How Funeral Directors Can Respond 1 hour
- 4 Ways to Woo Cremation Families 1 hour
- Harness the Power of Online Review Sites to Better Serve Families 1 hour

FuneralCE (3 hours) home study program entitled “Funeral Customs with Military Honors”.

Maine Funeral Directors Association (6 hours) for the following programs to be held June 12-13, 2018 in Kennebunkport, Maine.

- The Funeral Commander’s Marketing & Training 3 hours
- The Funeral Commander’s Leadership Principles & Management for All 3 hours

The North American Division of the British Institute of Embalming (9 hours) for a program entitled “Challenges & Opportunities” to be held August 21-22, 2018 in

Arlington, VA.

Cremation Association of North America (2 hours) for an online program entitled “Cremation Arrangement Conference Best Practices”.

Cremation Association of North America (1 hour) for an online program entitled “Phone Shoppers: Your Best First Impression”.

Cremation Association of North America (1.5 hours) for an online program entitled “Legal Topics”.

Cremation Association of North America (2 hours) for an online program entitled “Cremation & the Environment”.

National Funeral Directors Association - 5 additional Online Learning courses.

- Do-It-Yourself Memorials (with a Little Help from the Funeral Director) 1 hour
- Embalming Risk Management 2 hours
- RSVP: I’ll See You at My Living Funeral 1 hour
- Supporting Pregnancy Loss Families 3 hours
- Ten Tools for Stress Relief 1 hour

National Funeral Directors Association (1 hour) webinar entitled “Serving Suicide Loss Survivors” to be held June 7, 2018.

SCI Management - Dignity University online courses.

- Bloodborne Pathogens 1.5 hours
- Complaint Resolution 1 hour
- Cremation Procedures 2 hours
- Formaldehyde Awareness Training 1 hour
- FTC – Funeral Rule 2 hours
- Hazard Communication 1.5 hours
- Identification Procedures 1 hour
- Jewish Funeral Traditions 1 hour
- Respiratory Protection 1.25 hours

National Funeral Directors Association (1 hour) webinar entitled “Digital Marketing to Grow, Educate and Inspire” to be held June 14, 2018.

On a motion made by Timothy P. Kenney seconded by Eric P. Rochette the board adjourned at 5:31 pm.

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