

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 June 13, 2018 at 3:41 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 Vincent A. Baiocchetti III the board approved the regular meeting minutes of May 9, 2018.

Attorney Robert Lamberti met with the Board to review comments from Office of Legislative Services Administrative Rules for initial proposal 2018-59 and 2018-60.

Peter Morin, New Hampshire Funeral Directors Association met with the Board to discuss the upcoming summer meeting.

Motion to commence non-public session:

At 3:55 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 5:54 pm, on a motion made by Timothy P. Kenney seconded by Eric P. Rochette 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 a motion made by Timothy P. Kenney seconded by Eric P. Rochette and vote was unanimous.

On a motion made by Vincent A. Baiocchetti III seconded by Timothy P. Kenney the board voted unanimously to disclose the final order issued for all disciplinary action taken.

I. PRACTICAL EXAMINATION(S):

EARL, Amanda A. (Phaneuf Funeral Home)

PONTBRIANT, Emily C. (Foley Funeral Home)

II. REQUESTS FOR WRITTEN EXAMINATION(S):

EARL, Amanda A. (Phaneuf Funeral Home)

OFSTAD, Stuart E. (Vermont)

III. APPRENTICE EMBALMER APPLICATION(S):

WILDAY, Randall S. (J. Verne Wood Funeral Home)

IV. REQUESTS FOR APPRENTICESHIP EXTENSION:

PERRIN, Austin K. (Wilkinson-Beane-Simoneau-Paquette Funeral Home)

V. APPRENTICE SPONSOR CHANGE:

BERGERON, Roland J. (Foley Funeral Home) – Tabled

ROCKWOOD, Margaret E. (Tasker Funeral Home)

VI. APPRENTICE EMBALMER INTERVIEWS:

MCCARTHY, Timothy (Mayhew Funeral Home) – Tabled

VII. APPRENTICESHIP TERMINATION(S):

MCCARRON, Kati (Tasker Funeral Home)

VIII. FUNERAL HOME INSPECTIONS:

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

Passed – Wiggin-Purdy-McCooey-Dion Funeral Home (Dover) completed 5/8/18 by Susan J. Hopkins

Passed – Purdy Memorial Chapel (Lee) completed 5/8/18 by Susan J. Hopkins

IX. CORRESPONDENCE:

Reviewed letter from Edward A. Pelczar (Kent & Pelczar Funeral Home) notifying the Board of the funeral home transfer of ownership to his son, Michael A. Pelczar.

Reviewed letter from Daniel B. Stockbridge (Stockbridge Funeral Home) notifying the Board he purchased the funeral home property at 141 Epping Road, Exeter, NH.

X. CONTINUING EDUCATION APPROVED:

National Funeral Directors & Morticians Association for the 2018 Annual Convention & Exposition to be held August 4-9, 2018 in Kissimmee, FL. The following programs were not approved.

- Who is NFDMA?
- How to Become Certified Funeral Service Practitioner?

National Funeral Directors Association (9.25 hours) for the Business Conference to be held July 12-13, 2018 in Asheville, NC.

National Funeral Directors Association (1 hour) for a webinar entitled “OSHA Compliance Tips” to be held July 12, 2018.

Lucas Dumont (Tasker Funeral Home) (3 hours) for a MedSafe OSHA Training held May 2, 2018 at Tasker Funeral Home, Dover, NH.

The International Cemetery, Cremation and Funeral Association is requesting continuing education credit for the 2018 ICCFA University to be held July 20-25, 2018 in Memphis, Tennessee.

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| • ICCFA University, College of Sales & Marketing | 24 hours |
| • ICCFA University, College of 21 st Century Services | 25 hours |
| • ICCFA University, College of Land Management
& Grounds Operations | 24.5 hours - Denied |
| • ICCFA University, College of Funeral Home Management | 24.5 hours |
| • ICCFA University, College of Leadership,
Administration & Management | 24.5 hours |
| • ICCFA University, College of Cremation Services | 25 hours |
| • ICCFA University, College of International Studies | 23.5 hours |
| • ICCFA University, College of Hospitality and Event Management | 6 hours |

The Dodge Company (6.25 hours) for the 2018 Summer Wreaths Across America Project to be held August 23, 2018 in the Arlington, VA.

National Funeral Directors Association (1 hour) for a webinar entitled “The 3E’s to Cremation Success: Employees, Expectations, Engagement” to be held August 9, 2018.

National Funeral Directors Association for 2 additional Online Learning courses.

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| • 2018 FTC Funeral Rule Training | 3 hours |
| • Jewish Funeral Traditions and Rituals | 4 hours |

Selected Independent Funeral Homes (8.5 hours) for the 2018 Annual Meeting to be held October 10-13, 2018 in Salt Lake City, Utah.

National Alliance on Mental Illness (NAMI) Connect Suicide Postvention Training (6 hours) held June 6, 2018 in Keene, NH.

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 6:23 pm.

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