

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 October 10, 2018 at 3:30 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Susan J. Hopkins (Acting Chairperson), Eric P. Rochette, Vincent A. Baiocchetti III and Daniel B. Stockbridge. Absent – Timothy P. Kenney.

On a motion made by Susan J. Hopkins and seconded by Eric P. Rochette the board approved the regular meeting minutes of September 12, 2018.

The following individuals met with the Board to discuss their application for apprentice embalmer license.

- Emma G. Kelly and her sponsor Sean Peschel (Goodwin Funeral Home & Cremation Services).
- Elizabeth A. Morgan and her sponsor David T. Ahern Jr. (Ricker Funeral Home, Lebanon).

Motion to commence non-public session:

At 3:55 pm, on a motion made by Susan J. Hopkins seconded by Eric P. Rochette 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 4:20 pm, on a motion made by Susan J. Hopkins seconded by Daniel B. Stockbridge 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.

Aaron J. Spiritos and his sponsor Michele Phaneuf-Plasz (Phaneuf Funeral Homes & Crematorium) met with the Board to discuss his application for apprentice embalmer license.

Motion to return non-public session:

At 4:30 pm, on a motion made by Susan J. Hopkins seconded by Daniel B. Stockbridge 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 5:10 pm, on a motion made by Susan J. Hopkins 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.

Gary F. Day and his sponsor Glenn Ward (Fournier-Hale Funeral Home) met with the Board to discuss his application for apprentice embalmer license.

Motion to return non-public session:

At 5:15 pm, on a motion made by Susan J. Hopkins seconded by Daniel B. Stockbridge 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 5:30 pm, on a motion made by Susan J. Hopkins seconded by Daniel B. Stockbridge 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 Susan J. Hopkins seconded by Eric P. Rochette and vote was unanimous.

I. APPRENTICE EMBALMER APPLICATION(S):

DAY, Gary F. (Fournier-Hale Funeral Home)

SPIRITOS, Aaron J. (Phaneuf Funeral Homes & Crematorium)

KELLY, Emma G. (Goodwin Funeral Home)

MORGAN, Elizabeth A. (Ricker Funeral Home, Lebanon)

II. APPRENTICE SPONSOR CHANGE:

NISKALA, Ellen M. (Cremation Society of New Hampshire) – Tabled

ROCKWOOD, Margaret E. (Tasker Funeral Home)

NELSON, Jordan L. (Michaud Funeral Home & Crematorium)

III. APPRENTICE EMBALMER INTERVIEWS:

SOUTHER, Katherine E. (Bryant Funeral Home) – 10/10/18

ENOS, Shannon E. (Anctil-Rochette Funeral Home) – 09/13/18

DRAPANIOTIS, Christopher P. (Wilkinson-Beane-Simoneau-Paquette Funeral Home) - Tabled

IV. FUNERAL HOME INSPECTIONS:

Tabled – DiLuzio Foley and Fletcher Funeral Homes (Foley) completed 8/16/18 by Timothy P. Kenney

Tabled – DiLuzio Foley and Fletcher Funeral Homes (Fletcher) completed 8/16/18 by Timothy P. Kenney

V. CONTINUING EDUCATION APPROVED:

The Dodge Company for 2018 Wreaths across America Project (4.25 hours) to be held December 13-15, 2018 in the Washington DC area.

- United States Port Mortuary, Dover, Delaware 2.25 hours
- Operational Overview of the Personal Effects Depot 1 hour
- Operational Overview of the Fisher House for Families of the Fallen Denied
- Operational Overview of Arlington National Cemetery 1 hour
- An Honorable Mission Denied

Vermont Funeral Directors Association for a program entitled “Creating Transformational Family Experiences” (3 hours) held October 2, 2018 in Stowe, Vermont.

National Funeral Directors Association for an online program entitled “Approaching Trauma Cases with Confidence” (3 hours).

National Funeral Directors Association for a webinar entitled “Five Important Etiquette Tips for Professionals” (1 hour) to be held November 8, 2018.

Maine Funeral Directors Association for the 2018 Annual Meeting & Convention (4 hours) to be held November 17, 2018 in Freeport, Maine.

- Be Audacious in Business 1 hour
- Decoding the Generations 1 hour
- Engaging Your Employees 1 hour
- Alternative Choices for Funeral Professionals – Exhibitors Denied
- 24 Trauma Safety 1 hour

On a motion made by Vincent A. Baiocchetti III seconded by Eric P. Rochette the board adjourned at 5:40 pm.

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