

## 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 November 14, 2018 at 3:39 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Vincent A. Baiocchetti III and Daniel B. Stockbridge. Eric P. Rochette was absent.

On a motion made by Susan J. Hopkins and seconded by Vincent A. Baiocchetti III the board approved the regular meeting minutes of October 10, 2018. Timothy P. Kenney abstained.

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

- Richard W. Cooper and his sponsor Paul K. Remick (Remick & Gendron Funeral Home).
- Darryl W. Frank and his sponsor Thomas G. LaBerge (J. Verne Wood Funeral Home).

#### Motion to commence non-public session:

At 4:09 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 6:40 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 a motion made by Timothy P. Kenney seconded by Susan J. Hopkins and vote was unanimous.

#### I. APPRENTICE EMBALMER APPLICATION(S):

COOPER, Richard W. (Remick & Gendron Funeral Home)

FRANK, Darryl W. (J. Verne Wood Funeral Home)

II. EMBALMER APPLICATION(S):

CHARLES, Raschel D. (Newton-Bartlett Funeral Home)

III. APPRENTICE SPONSOR CHANGE:

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

GRAVES, Chelsea A. (Zis Sweeney & St. Laurent Funeral Home)

IV. APPRENTICE EMBALMER INTERVIEWS:

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

V. 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

Tabled – Farwell Funeral Service completed 10/23/18 by Timothy P. Kenney

Passed – Rivet Funeral Home & Crematorium completed 10/03/18 by Timothy P. Kenney

VI. ADMINISTRATIVE RULES

On a motion made by Timothy P. Kenney and seconded by Daniel B. Stockbridge the board adopted Final Proposal 2018-59 – FrI 102.01(g), 104.01, 211, 214 and 216.

On a motion made by Timothy P. Kenney and seconded by Daniel B. Stockbridge the board adopted Final Proposal 2018-60 – FrI 304, 308, 500 and 700.

VII. CONTINUING EDUCATION APPROVED:

Kates-Boylston Publication Cremation Strategies Conference (5.5 hours) to be held December 5, 2018 in New Orleans, LA.

Kates-Boylston Publication Funeral Service Business Plan Conference (10 hours) to be

held December 6-7, 2018 in New Orleans, LA.

FuneralCE for the following online programs:

- Funeral Personalization and Family Engagement 3 hours
- Top Five Things They Didn't Teach in Mortuary School 2 hours

The International Order of the Golden Rule program entitled "How to Become the Go-to Funeral Home for Veterans" (5 hours) to be held January 22, 2019 in Austin, TX.

Funeral Service Academy for the following 2019 online programs:

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

On a motion made by Timothy P. Kenney seconded by Susan J. Hopkins the board adjourned at 6:47 pm.

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