

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 December 12, 2018 at 3:30 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 November 14, 2018.

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

- Erik D. Lewis and his sponsor Morgan J. Edgerly (R.M. Edgerly & Son Funeral Home).

Motion to commence non-public session:

At 3:31 pm, on a motion made by Timothy P. Kenney 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 3:32 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.

Motion to commence non-public session:

At 4:26 pm, on a motion made by Timothy P. Kenney 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 3:32 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 a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III and vote was unanimous.

I. PRACTICAL EXAMINATION(S):

CHARLES, Raschel E. (Newton-Bartlett Funeral Home) – 12/10/18

II. EMBALMER APPLICATION(S):

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

III. APPRENTICE EMBALMER APPLICATION(S):

LEWIS, Erik D. (R.M. Edgerly & Son Funeral Home)

IV. REQUESTS FOR APPRENTICESHIP EXTENSION:

BERGERON, Roland J. (DiLuzio Foley and Fletcher Funeral Homes)

V. APPRENTICE EMBALMER INTERVIEWS:

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

VI. FUNERAL HOME INSPECTIONS:

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

VII. CONTINUING EDUCATION APPROVED:

International Cemetery, Cremation and Funeral Association for the Wide World of Sales Conference (9.5 hours) to be held January 23-25, 2019 in Las Vegas, NV.

International Cemetery, Cremation and Funeral Association webcast “2018 Crematory Operator & Cremation Arranger Certification” (15 hours) to be December 11 & 12, 2018.

National Funeral Directors & Morticians Association for the “40 & Under” 2019 Annual Enrichment & Leadership Summit (5 hours) to be held February 10-12, 2019 in Dallas, TX.

SCI Management for the following Dignity University online courses for 2019.

- 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 2 hours
- Jewish Funeral Traditions 1 hour
- Respiratory Protection 1.25 hours

International Order of the Golden Rule for the 2019 Young Professionals Event – Change Starts Here (8 hours) to be held March 10-11, 2019 in Nashville, TN.

National Funeral Directors Association for the Cremation Certification Program (7 hours) to be held various dates and locations throughout 2019.

Kates-Boylston for the Cremation Innovations Summit (5.5 hours) to be held May 3, 2019 in Charlotte, NC.

- Crematory Projects: From Concept to Reality 1 hour
- Avoiding and Responding to Lawsuits 1 hour
- Turning Clicks into Dollars 1 hour
- Boosting Business with Pet Cremation 1 hour
- Celebrants and Cremation: Perfect Together 1 hour
- Q&A with the Speakers 1.5 hours

Cremation Association of North America for the 2019 Cremation Symposium (7.5 hours) to be held February 5-7, 2019 in Las Vegas, NV.

Cremation Association of North America for the “The Art of Selling Cremation 2: A Preneed Summit” (5.5 hours) to be held February 5, 2019 in Las Vegas, NV.

APEX continuing education solutions home study courses for 2019.

- 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
- Funeral Home and Heroin Overdose Training 2 hours

National Funeral Directors Association for the Arranger Training Program (8 hours) to be held various dates and location in 2019.

National Funeral Directors Association continuing education credit was denied for the webinar entitled “Coffee Hour with the Cremation Experts” (1 hour) to be held January 24, 2019.

Education Workers Group (funeralcontinuingeducation.com) web-based courses for 2019.

- Upselling Without Upsetting the Client 1 hour
- Understanding Hospice and Palliative Care 1 hour
- Modern Funeral Customs 1 hour
- Limiting Exposure to HIV / AIDS 2 hours
- Complying with the FTC Funeral Rule 2 hours
- Funeral Products and the Environment 2 hours
- OSHA Compliance for Funeral Homes 2 hours
- Helping Parents Cope with Unexpected Death 1 hour
- Ethics, Attitude and Customer Service 3 hours
- When Children Die: Guidance for the Final Arrangements 1 hour
- Helping Parents Help Children Cope with Death 1 hour
- Burial with Military Honors – Best Practices 3 hours
- Funerary Ethics and Best Practices 2 hours
- Perinatal Bereavement and Memorialization 2 hours
- The Sociology of Death 2 hours
- Restorative Art and Modern Techniques 3 hours

Vermont Funeral Directors Association for the following programs held December 5, 2018 in Burlington, Vermont.

- Trauma and Healing 2 hours
- Caring for Remains after Tissue Recovery 1 hour

On a motion made by Timothy P. Kenney seconded by Susan J. Hopkins the board adjourned at 5:43 pm.

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