

## 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 February 13, 2019 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 Daniel B. Stockbridge the board approved the regular meeting minutes of January 9, 2019.

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

At 3:45 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 5:41 pm, on a motion made by Timothy P. Kenney 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 Timothy P. Kenney seconded by Daniel B. Stockbridge and vote was unanimous.

#### I. WRITTEN EXAMINATION:

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

#### II. EMBALMER APPLICATION(S):

SOUTHER, Katherine E. (Bryant Funeral Home)

III. REQUESTS FOR APPRENTICESHIP EXTENSION:

POIRIER, Paula (Fleury-Patry Funeral Home) - Tabled  
VARANO, James E. (Connor-Healy Funeral Home)  
ELDRIDGE, Timothy E. (Lord Funeral Home) - Tabled

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

Passed – DiLuzio Foley and Fletcher Funeral Homes (Fletcher) completed 8/16/2018 by Timothy P. Kenney

Passed – Farwell Funeral Service (Nashua) completed 10/23/2018 by Timothy P. Kenney

Passed – Brewitt Funeral Service (Exeter, Epping, Raymond) completed 01/17/2019 by Eric P. Rochette

Tabled – Fleury-Patry Funeral Home (Berlin) completed 01/10/2019 by Timothy P. Kenney

Passed – All Care Crematory (Berlin) completed 01/10/2019 by Timothy P. Kenney

Passed – Merrimack Cremation Service (Merrimack) completed 01/24/2019 by Eric P. Rochette

V. CORRESPONDENCE:

The Board discussed a letter from Andrew Hall regarding the purchase of the Granite State Crematory in Pembroke, NH.

VI. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association (3 hours) for the 2019 NFDA Meet the Mentors (3 hours) to be held March 11-12, 2019 in Atlanta, GA.

- If You Don't Know Where You're Aiming, You'll Never Hit the Mark 1 hour
- Just A Small-Town Funeral Director 1 hour
- Consumers, Hospitality and the Contemporary Funeral 1 hour

InSight Institute for Certified Celebrant Training (13 hours) to be held as follows:

- Day Three: Funeral Presentations Denied
  - February 25-28, 2019 in Bogota, Columbia
  - April 1-3, 2019 in Charlotte, NC
  - April 10-12, 2019 in Fairfax, VA
  - April 29-May 1, 2019 in Kewlona, BC

- May 7-9, 2019 in Waterloo, ON
- June 11-13, 2019 in Albany, NY
- June 19-21, 2019 in Columbus, OH
- June 24-26, 2019 in Brookfield, WI
- July 19-24, 2019 in Memphis, TN
- July 29-31, 2019 in Louisville, KY
- September 24-26, 2019 in Minneapolis, MN
- October 25-27, 2019 in Chicago, IL

Kates-Boylston Publications for the Cremation Innovations Summit (5.5 hours) to be held September 13, 2019 in Columbus, OH.

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| ● Making Sure You Cover Your Assets                   | 1 hour   |
| ● Creative Ways to Boost Cremation Revenue            | 1 hour   |
| ● Are You Ready to Own and Operate Your Own Equipment | 1 hour   |
| ● The Art of Cremation Phone Inquiries                | 1 hour   |
| ● What Cremation Families Really Want                 | 1 hour   |
| ● Closing Remarks and Q&A with Our Speakers           | .5 hours |

National Funeral Directors Association for a webinar entitled “Kickstart Your Creativity: Fresh Approaches to Community Outreach” (1 hour) to be held March 21, 2019.

The Cremation Association of North America for an online program entitled “Crematory Operations Certification Program” (8 hours).

The Cremation Association of North America for a program entitled “Crematory Operations Certification Program” (8 hours) to be held as follows.

- February 26, 2019 in Whittier, CA
- April 24, 2019 in Baltimore, MD
- May 7, 2019 in Minneapolis, MN
- June 6, 2019 in Seattle, WA
- June 14, 2019 in Dallas, TX
- July 31, 2019 in Louisville, KY
- October 9, 2019 in Albany, NY
- October 22, 2019 in Atlanta, GA
- November 13, 2019 in Houston, TX

International Order of the Golden Rule for the 2019 Annual Conference and Solution Center (8 hours) to be held April 25-27, 2019 in Williamsburg, VA.

Dodge Institute for Advanced Mortuary Studies for a program entitled “2019 Dodge Technical Series” (9 hours) to be held May 8-9, 2019 in Savannah, GA.

Tammy Chadbourne for the following FAPCO Administrative Services (4 hours) held December 18, 2018 in Portland, Maine.

- Responding to Unattended Death Scene 2 hours
- Bio-Hazardous Safety 2 hours

National Funeral Directors Association for a webinar entitled “Virtual Roundtable: Death Café Culture and Before I Die Festivals” (1 hour) to be held April 18, 2019.

On a motion made by Timothy P. Kenney seconded by Daniel B. Stockbridge the board adjourned at 5:44 pm.

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