

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 13, 2019 at 3:39 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 October 9, 2019. Eric P. Rochette abstained.

The following individual met with the board to discuss their application for apprentice embalmer license.

Ashlee L. Christopher and her sponsor Chelsea A. Graves (Zis-Sweeney & St. Laurent Funeral Home)

Motion to commence non-public session:

At 4:25 pm, on a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III 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 5:45 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 Daniel B. Stockbridge and vote was unanimous.

I. WRITTEN EXAMINATION:

SERRA, Jerelyn R.

II. PRACTICAL EXAMINATION(S):

MCCARTHY, Timothy (Mayhew Funeral Home)

III. APPRENTICE EMBALMER APPLICATION(S):

CHRISTOPHER, Ashlee L. (Zis-Sweeney & St. Laurent Funeral Home)

IV. REQUESTS FOR APPRENTICESHIP EXTENSION:

NELSON, Jordan (Michaud Funeral Home and Crematorium)

V. LICENSE REINSTATEMENT:

RIVERA, Sayr L.

VI. FUNERAL HOME & CREMATORY INSPECTIONS:

Tabled - Roberge Funeral Home (Somersworth) completed 3/28/19 by Daniel S. Stockbridge

Tabled – R.M. Edgerly & Son Funeral Home (Rochester) completed 9/10/19 by Daniel B. Stockbridge

Tabled – Goodwin Funeral Home (Manchester) completed 10/8/19 by Timothy P. Kenney

Passed - Fournier-Hale Funeral Home (N. Woodstock) completed 10/31/19 by Vincent A. Baiocchetti III

Passed – Dumont-Sullivan Funeral Home (Hudson) completed 10/22/19 by Susan J. Hopkins

Passed – Michaud Funeral Home (Wilton) completed 10/17/19 by Timothy P. Kenney

Passed – Michaud Enterprises (Wilton) completed 10/17/19 by Timothy P. Kenney

Tabled – Michaud Crematory (Wilton) completed 10/17/19 by Timothy P. Kenney

VII. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association for a program entitled “Certified Preplanning Consultant (CPC) Correspondence Option” (15 hours).

Selected Independent Funeral Homes for a program entitled “2020 NextGen Seminar”

(8.5 hours) to be held January 26-30, 2020 in St. Kitts.

International Cemetery, Cremation and Funeral Association for a program entitled “DEAD Talks: Focus on Success 2020” (12.5 hours) to be held January 15-17, 2020 in Las Vegas, NV.

Funeral Service Academy for the following online programs from 7/1/2019 - 6/30/2021.

- 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
- Grief Management: A Overview for Funeral Professionals 3 hours
- 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
- (NEW) Today’s Funerals: What’s New 3 hours
- (NEW) Funeral Service Ethics 3 hours

Maine Funeral Directors Association for the 2019 Annual Meeting & Convention (3 hours) to be held November 23, 2019 in Gardner, Maine.

- Opioid Epidemic 1 hour
- Child Development & Grief Counseling 1 hour
- The Greening of North American Cemeteries 1 hour
- Maine’s Mortuary Trust Laws Denied

On a motion made by Timothy P. Kenney seconded by Eric P. Rochette the board adjourned at 5:50 pm.

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