

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 April 8, 2020 at 3:39 pm electronically via Zoom. 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 March 11, 2020.

Motion to commence non-public session:

At 4:08 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 4:57 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 Vincent A. Baiocchetti III and vote was unanimous.

I. PRACTICAL EXAMINATION(S):

MORGAN, Elizabeth A. (Ricker Funeral Home)

II. EMBALMER APPLICATION(S):

GRAVELINE SR., Gary A. (J. Verne Wood Funeral Home)

III. APPRENTICESHIP SPONSOR CHANGES:

BUCKLIN, Randi A. (sponsor Katherine J. Roan – Petit-Roan Funeral Home)

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

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

V. CORRESPONDENCE:

Discussion was tabled on the proposed Administrative Rules - Frl 301.01, Frl 302.01, Frl 602.14 (c), Frl 603.01 (f) (14), Frl 801.03 (c), Frl 801.05, Frl 801.06 (c).

VI. CONTINUING EDUCATION APPROVED:

International Order of the Golden Rule for the 2020 Annual Conference and Solution Center (9 hours) to be held April 19-21, 2020 in Asheville, NC.

- Cultivating Change the Biltmore Way 1.5 hours
- Reputation Management in Today's Online World 1 hour
- Staying Competitive in a Cremation Market: Deep Dive Session 3 hours
- Engaging Your Most Important Asset: Your Employees 1 hour
- Creating Events that Will Get You Noticed and Lead to Free Positive Publicity 1 hour
- Quick Talks: Ideas to Move Your Funeral Home Forward 1.5 hours

National Funeral Directors and Morticians Association for the 2020 Annual House of Representatives Meeting (2 hours) to be held April 18-22, 2020 in Atlanta, GA.

- Examining Your Business & What Represents You 1 hour
- The Ethical Response When Embalming Goes Wrong 1 hour

NH Funeral Directors Association for the following programs (6 hours) to be held at the Summer Meeting, June 24-25, 2020 in Whitefield, NH.

- Hiring & Retention of Today's Employees 2 hours
- Funeral Service Attrition & Retention 1 hour
- Ethics in Modern Funeral Service 2 hours
- Human Resources Management for Funeral Service 1 hour

National Funeral Directors Association for the Business Education Seminar (5 hours) to be held June 5, 2020 in Bronx, NY.

- The Evolving Business Model: Position Your Business to Connect Digitally 1 hour
- Traffic is Pointless if Your Website Doesn't Convert: Here's How to Do It 1 hour
- The Power of Engagement 1 hour

- Creating Our Professional Future 1 hour
- Helping Families Move from Grieving to Remembrance 1 hour

Life Forest LLC for a program entitled “Cremation Cemetery: Forest Burial and What it Means” (2 hours) to be held May 26, 2020 in Hillsborough, NH.

Kates-Boylston Publications for the Funeral Service Business Plan Conference (9 hours) to be held December 3-4, 2020 in Nashville, TN.

- Building Your Team 1 hour
- Turning Clicks into Dollars 1 hour
- Celebrants Services 1 hour
- Does Anyone Care about Funeral Service 1 hour
- Due Diligence for Buyers and Sellers 1 hour
- Q&A with the Speakers Denied
- High Profile Funerals: The Good, the Bad and the Ugly 1 hour
- The Truth about Buying and Selling a Business 1 hour
- What Makes a Website Productive 1 hour
- Everything You Wanted to Know about Hospice 1 hour
- Q&A with the Speakers Denied

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 5 pm.

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