

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 May 13, 2020 at 3:37 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 Eric P. Rochette the board approved the regular meeting minutes of April 8, 2020.

Motion to commence non-public session:

At 4:51 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 6:07 pm, on a motion made by Timothy P. Kenney seconded by Eric P. Rochette 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. REQUEST FOR WRITTEN EXAMINATION:

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

II. APPRENTICE EMBALMER APPLICATION(S):

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

III. REQUESTS FOR APPRENTICESHIP EXTENSION:

PEASLEE, Carli E. (C.E. Peaslee & Son Funeral Homes)

LOPEZ, Bailey M. (Remick & Gendron Funeral Home)

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

Passed - Great Bay Crematory (Newmarket) completed 05/08/20 by Timothy P. Kenney

V. CORRESPONDENCE:

On a motion made by Daniel B. Stockbridge seconded by Susan J. Hopkins the board voted to table discussion of a letter from J. Normand Paquette Jr. regarding the continuing education requirement for home study/online programs as specified in administrative rule Frl 403.04 (c).

The board discussed administrative rule Frl 302.01 (a)(7) requiring the Conference of Funeral Service Examining Board certification. On a motion made by Daniel B. Stockbridge seconded by Vincent A. Baiocchetti III the board voted to amend the rules removing the requirement. Susan J. Hopkins abstained.

The board discussed a letter from Aaron Mizen (www.mizenfuneralhome.com) regarding his intent to purchase Goodwin Funeral Home in Manchester, NH in the October 2020.

On a motion made by Susan J. Hopkins seconded by Timothy P. Kenney the board unanimously voted to adopt proposed amendments to administrative rules - Frl 301.01, Frl 302.01, Frl 603.01, Frl 801.03 (c), Frl 801.05, Frl 801.06 (c).

VI. CONTINUING EDUCATION APPROVED:

The International Cemetery, Cremation and Funeral Association for the 2020 ICCFA University to be held July 17-22, 2020 in Atlanta, GA.

- ICCFA University, College of Sales & Marketing 24.5 hours
- ICCFA University, College of 21st Century Services 24.5 hours
- ICCFA University, College of Land Management & Grounds Operations 26.5 hours - Denied
- ICCFA University, College of Funeral Home Mgmt 24.5 hours
- ICCFA University, College of Leadership, Administration & Management 24.5 hours
- ICCFA University, College of Cremation Services 24.5 hours
- ICCFA University, College of International Studies 24.5 hours
- ICCFA University, College of Hospitality and Event Mgmt 24.5 hours

Daniel Stockbridge for the Matthews Cremator Operator Certification (6 hours) webinar held April 7, 2020.

Kates-Boylston Publications for the Technology Think Tank (5 hours) to be held September 17, 2020 in Charleston, SC.

- Enhancing the Death-Care Experience through Technology 1 hour
- How to Leverage Your Digital Brand to Get Leads 1 hour
- Leveraging the Power of Surveys 1 hour
- The Power of Yelp, Google and Facebook 1 hour
- The Most Critical Online Tool ... is the Obituary? 1 hour

On a motion made by Timothy P. Kenney seconded by Daniel B. Stockbridge the board adjourned at 6:14 pm.

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