

Board of Registration of Funeral Directors & Embalmers
PUBLIC MINUTES
June 14, 2023

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order at 3:30 pm at 7 Eagle Square, Concord, NH. Members present included Vincent Baiocchetti III (Chairman), Matthew Roan, Timothy Kenney and, Susan Hopkins. Absent was Eric Rochette. Representing the OPLC was Talia Wilson, Board Administrator, and Shane Goulet OPLC Board Attorney. Guest present was Ryann Healy.

I. Call to Order

II. Approval of Public Minutes from May 10, 2023 – M. Roan made a motion to approve the minutes from May 10, 2023, S. Hopkins seconded, motion passes with a roll call vote. Tim Kenny abstained.

A. III. Hearings - Logan McIntosh - Show Cause Hearing

The hearing for Logan McIntosh commenced at 3:30pm with all Board members present. The hearing was held due to an audit had revealed Mr. McIntosh to be out of compliance with monthly reporting as required by the Board. Mr. McIntosh testified he was not aware that monthly reporting was required after completing the 50 required embalming. Mr. McIntosh submitted a total of 122 exhibits for the Board to review. The hearing closed at 3:51pm. The Board reopened the Hearing at 4:43pm to get additional information from Mr. McIntosh. The hearing closed at 4:52pm.

IV. OPLC/Board Administrator Updates. - None

V. Applicants – None

VI. Review Apprenticeship Extension Requests

A. Kathryn Wright

B. Logan McIntosh

C. Emma Kelly

T. Kenney made a motion to approve the above extensions S. Hopkins seconded, motion passes with a roll call vote.

VII. Review Apprenticeship Sponsor Changes

A. Doug Gilman Co-Sponsor Notification

T. Kenney made a motion to approve the above sponsor change M. Roan seconded, motion passes with a roll call vote.

VIII. Licenses Issued –

Funeral Director/Embalmer - Adrienne Barrows & Adriana Ruiz de Velasco

Apprentices - Jessica Boucher, Douglas Gilman & Joseph Passainise

IX. Review Funeral Home and Crematory Inspections

The Board requested to have an updated list of facilities due for inspection from OPLC licensing division by next Board meeting.

X. Miscellaneous and Other Information - None

XI. Continuing Education Review

a. Matt Roan

1. NFDA Her Majesty Queen Elizabeths Funeral A Behind the Scenes Look–
Not approved
2. . NFDA Breakout by Office
Not approved
3. NFDA NFDA Embalming and Restorative Arts Seminar
Approved
4. NFDA Strategic Plans that Work Development & Implementation
Approved
5. NFDA Building the Human for Tomorrow
Approved
6. NFDA Compassion Fatigue in Funeral Service How to Mitigat Burnout
Approved

b. Susan Hopkins

1. Selected Ed. Trust Recruitment and Retention - Times Have Changed
Approved
2. Practicum Strategies
Approved

c. Eric Rochette

1. 2023 CANA Convention
Approved

XII. Board Business

A. Hanna Riendeau

The Board reviewed an email received from licensee Hanna Riendeau requesting the Board approve all her required CEUs be completed online. On a motion by S. Hopkins and seconded by T. Kenney the Board voted to deny this request.

XIII. Non- Public

First Session

At 4:19 pm, V. Baiocchetti made a motion to go into non-public session, S. Hopkins seconded, motion passes with 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. The Board returned to Public Session at 4:23 p.m.

At 4:48 pm, T. Kenney made a motion to seal and withhold the minutes of the 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. E. Rochette seconded, motion passes with a roll call vote,

Second Session

At 4:53 pm, V, Baiocchetti made a motion to go into non-public session, S. Hopkins seconded, motion passes with 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. The Board returned to Public Session at 4:26 p.m.

At 5:11 pm V. Baiocchetti made a motion to seal and withhold the minutes of the 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. S. Hopkins seconded, motion passes with a roll call vote,

The meeting adjourned at 6:01 p.m.