

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 January 8, 2020 at 3:28 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Eric P. Rochette and Vincent A. Baiocchetti III. Daniel B. Stockbridge was absent.

On a motion made by Vincent A. Baiocchetti III and seconded by Susan J. Hopkins the board approved the regular meeting minutes of December 11, 2019. Timothy P. Kenney abstained.

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

- J. Max Christensen and his sponsor Roger L. Gosselin (Phaneuf Funeral Homes & Crematorium).

The board met with Andrew O. Haynes (Brookside Chapel & Funeral Home) to discuss his application for an embalmer license.

Motion to commence non-public session:

At 5:25 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 7:05 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 Eric P. Rochette and vote was unanimous.

I. EMBALMER APPLICATION(S):

HAYNES, Andrew O. (Brookside Chapel & Funeral Home)

II. APPRENTICE EMBALMER APPLICATION(S):

CHRISTENSEN, J. Max (Phaneuf Funeral Homes & Crematorium)

III. REQUESTS FOR APPRENTICESHIP EXTENSION:

ROCKWOOD, Margaret E. (Tasker Funeral Home)

MORGAN, Elizabeth A. (Ricker Funeral Home & Crematory)

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

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

Passed – 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

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

V. CORRESPONDENCE:

Reviewed proposed Administrative Rules - Frl 301.01, Frl 302.01, Frl 801.03 (c), Frl 801.05, Frl 801.06 (c).

VI. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association for the Cremation Certification Program (7 hours) to be held various dates and locations throughout 2020.

National Funeral Directors Association for a webinar entitled “Lessons Learned from Mystery Shoppers at Funeral Homes” (1 hour) to be held February 13, 2020.

National Funeral Directors Association for the Arranger Training Program (8 hours) to be held various dates and locations in 2020.

National Funeral Directors Association for the 2020 NFDA Cremation Conference (8.5 hours) to be held February 22-23, 2020 in St. Pete Beach, FL.

National Funeral Directors Association for the 2020 NFDA Business Education seminar (5.5 hours) to be held February 6, 2020 in Napa Valley, CA.

International Order of the Golden Rule for the 2020 Young Professionals Event – Shift Your Mind Set; Grow Your Skillset (8 hours) to be held February 23-24, 2020 in Indian Rocks Beach, FL.

New Jersey Funeral Service Education Corporation for the following programs to be held various dates and NJ locations in 2020.

- Revealing Your Ethical Funeral Service Orientation 1 hour
- Bloodborne Pathogens 1 hour
- Formaldehyde and Hazard Communication 1 hour

National Funeral Directors Association for a webinar entitled “Managing Millennials” (1 hour) to be held March 26, 2020.

National Funeral Directors Association for the home study programs including Books and DVDs.

InSight Institute for Certified Celebrant Training (16 hours) to be held as follows:

- January 13-15, 2020 in Las Vegas, NV
- March 11-13, 2020 in Columbus, OH
- March 18-20, 2020 in Massachusetts
- April 25-28, 2020 in Bogota, Columbia
- June 22-24, 2020 in Brookfield, WI
- July 17-22, 2020 in Atlanta, GA
- September 28-30, 2020 in Oklahoma City
- October 16-18, 2020 in New Orleans
- October 27-29, 2020 in Albany, NY

On a motion made by Timothy P. Kenney seconded by Susan J. Hopkins the board adjourned at 7:07 pm.

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