

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 March 10, 2021 at 3:35 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 February 10, 2021.

Motion to commence non-public session:

At 3:52 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 4:59 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 Eric P. Rochette and vote was unanimous.

I. WRITTEN EXAMINATION(S):

MORGAN, Elizabeth A. (Ricker Funeral Home, Lebanon)

II. REQUESTS FOR WRITTEN EXAMINATION(S):

GAGNE, Ricky (Phaneuf Funeral Homes & Crematorium)

III. FUNERAL HOME & CREMATORY INSPECTIONS:

Passed - Bailey Funeral Home (Lancaster) completed 09/28/20 by Timothy P. Kenney

Passed – Waters Funeral Home (Concord) completed 11/10/20 by Susan J. Hopkins

Passed – Cournoyer Funeral Home (Jaffrey) completed 1/26/21 by Susan J. Hopkins

Passed – Brewitt Crematory (Epping) completed 1/19/21 by Timothy P. Kenney

Passed - Durning, Bykowski & Young Funeral Home (Manchester) completed 2/15/21 by Susan J. Hopkins

Passed - Ricker Funeral Home (Woodsville) completed 02/24/21 by Timothy P. Kenney

Tabled - Furber and White Funeral Home (North Conway) completed 02/25/21 by Timothy P. Kenney

IV. CONTINUING EDUCATION APPROVED:

EliteCME Learning for the following online courses.

- OSHA and CDC Compliance for the Funeral Profession Denied
- Aftercare 1 hour
- Training New Embalmers 1 hour
- Talking with Children About Death 1 hour

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

Matthews International for the following courses.

- The Beauty, Characteristics and Value of Woods and Metal Caskets 1 hour
- Plant Tour / Understanding the Hardwood Construction Process A-Z 2 hours
- Casket Selection: Helping Families See Value 1 hour

National Funeral Directors Association for a webinar entitled “The Future of Funeral Service is Emotional” (1 hour) to be held April 7, 2021.

Selected Independent Funeral Homes for the 2021 Spring Management Summit (7.5 hours) to be held April 28 – 30, 2021 in Charleston, SC and virtual.

- The Challenge of Caring 1.5 hours
- Ask the Experts 1.5 hours
- Families Gone Wild 2.5 hours
- Knowing the Numbers that Matter 2 hours

Wilbert Funeral Services for a webinar entitled “Connecting the Dots: How to Properly Network with Deathcare Influencers” (1 hour).

Wilbert Funeral Services for a webinar entitled “Death by Suicide” (1 hour) to be held April 8, 2021.

Wilbert Funeral Services for a webinar entitled “Better Communication with Families” (1 hour) to be held April 22, 2021.

On a motion made by Timothy P. Kenney seconded by Eric P. Rochette the board adjourned at 5:01 pm.

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