

PUBLIC 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 July 14, 2021 at 3:40 pm at 7 Eagle Square, Concord, NH. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Vincent A. Baiocchetti III, Eric P. Rochette 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 June 9, 2021 as written.

1. APPRENTICE APPLICATION:

The following individual(s) met, via Zoom, with the board to discuss their application for embalmer apprenticeship.

- Emma Grace Kelly and sponsor Craig Peabody (Peabody Funeral Homes, Inc.)

2. CONTINUING EDUCATION:

A.) National Funeral Directors Association is requesting continuing education credit for the 2021 NFDA Leadership Conference in Charleston, SC. August 2-4, 2021.

- Breakout by Office (2 CE)
- Association Rebound & Recovery: Hope for the Future (1 CE)
- The Future of Work is Now – Are you Ready? (1.5 CE)
- Better Boards, Better Meetings, Better Committees (1.5 CE)
- Values Based Leadership: Better Decisions, Better Motivation, Extraordinary Results (1 CE)

B.) Cremation Association of North America is requesting continuing education credit for an online course entitled CANA's 103rd Cremation Innovation Convention August 12-13, 2021 (9 CE).

C.) Massachusetts Funeral Directors Association is requesting continuing education credit for the 2021 Professional Embalmers Session September 16, 2021 (Possible home study with video and exam) (4 CE).

3. PRACTICAL EXAMINATIONS:

- GRIFFIN, Michaela R. (Michaud Funeral Home & Crematorium) – Passed
- DILLEN, John – Request for Board to administer written examination. Board member Daniel B. Stockbridge will administer the exam.

4. APPRENTICESHIP SPONSOR EXTENSION:

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

5. FUNERAL HOME AND CREMATORY INSPECTIONS:

- A.) Change of Ownership for William F. Smart Sr. Memorial Home, effective date June 18, 2021.
- B.) Change of Ownership for Wendell J. Butt Funeral Home, effective June 22, 2021.

Motion to commence non-public session:

At 4:15 pm, on a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III 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 5:16 pm, on a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board voted to return to public session and seal the minutes of the preceding non-public session from public disclosure for 20 years 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.

1. APPLICATION FOR LICENSURE SUBMITTED:

- KELLY, Emma G. (Peabody Funeral Homes Inc.)

2. COMPLAINTS:

- A.) Waters Funeral Home – Dismissed
- B.) Roy Funeral Home – Hearing
- C.) Cremation Society of NH (Complaint & Response) - Dismissed

3. LICENSE RENEWAL:

In accordance with Administrative Rule, FrI 202.03, the Board voted unanimously temporarily waive the deadline for license renewal FrI 403.07. Licensees will be notified of the requirement to submit the outstanding documents and/or information on or before August 6, 2021. Failure to complete this process by August 6, 2021, will result in a lapsed license and inability to access the NHVRIN database.

4. ADDITIONAL ITEMS:

Board Chair Timothy P. Kenney notified the Board of his resignation as Chair and motioned to nominate Vincent A. Baiocchetti III as Board Chair, seconded by Susan J. Hopkins. The Board voted unanimously to appoint Vincent A. Baiocchetti III as Board Chair.

Adjourn:

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 5:34 pm.

Minutes respectfully submitted by Jessica Kennedy, Board Administrator.