



State of New Hampshire

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION DIVISION OF LICENSING AND BOARD ADMINISTRATION

Board of Registration of Funeral Directors and Embalmers

7 Eagle Square, Concord, NH 03301-2412

Phone: 603-271-2152

PUBLIC MINUTES

July 13, 2022

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 A. Baiocchetti III (Chairman), Timothy P. Kenney, Eric P. Rochette, and Susan J. Hopkins. Excused: Matthew J. Roan.

On a motion made by Eric P. Rochette and seconded by Timothy P. Kenney, the Board approved the regular meeting minutes of June 8, 2022 as written.

HEARING(S):

APPLICANTS:

REVIEW APPRENTICE EXTENSION REQUEST(S):

The following request was approved by the Board on a motion from Susan J. Hopkins and seconded by Timothy P. Kenney.

- Emma Kelly – 1st extension

APPRENTICESHIP SPONSOR CHANGES:

LICENSES ISSUED:

Jacob Godfrey was issued an Embalmer license.

Hanna Goffinet was issued a Funeral Director and Embalmer license.

REVIEW FUNERAL HOME AND CREMATORY INSPECTIONS:

The Board reviewed the inspection performed by Eric P. Rochette for the Pillsbury-Phaneuf Funeral Home in Littleton, New Hampshire. The funeral home passed inspection. It is noted that the payment will be sent directly to the Office of Professional Licensure and Certification.

MISCELLANEOUS & OTHER INFORMATION:

Matthew J. Roan notified the Board that Chelsea A. Neely is now with Roan Family Funeral Homes, effective June 6, 2022.

David E. Bryant notified the Board that Katherine Southern is no longer employed with Bryant Funeral Home, and provided an updated roster of licensees under their employment.

CONTINUING EDUCATION:

On a motion from Eric P. Rochette, seconded by Vincent A. Baiocchetti, the Board voted to approve the following continuing education courses;

The Cremation Society of North America requested continuing education hours for the following course;

- 2022 CANA Convention to be held on August 17-19, 2022 7 hours

The National Funeral Directors Association requested continuing education hours for the following courses;

- Distracted Driving: What is Important to You? 1 hour
- The Price is Right: How to Compete on Service 1 hour
- Caring for Donors 1 hour
- Conversation Café: Recruitment & Retention Strategies 1.5 hours
- Conversation Café: The Defense Never Rests 1.5 hours
- Crossing and Closing the Experience-Perception Gap 1 hour
- Five Keys to Cremation Success 1 hour
- The EPA and How the NFDA Formaldehyde Exposure Study Will Impact the Future of Funeral Service 1 hour
- How Can I Help? 1 hour
- Family Assisted Dress Experience 1.5 hours
- Embrace Your Thoughts, Elevate Your Life 1 hour
- 2022 NFDA International Convention Exposition 1 hour
- Livestreaming 2.0 1 hour
- From Legislative to Legal 1 hour
- What the Heck Should I Do with All this Tech? 1 hour
- Suicide Death and Risk in a Post-COVID World 2 hours
- Dover Port Mortuary Full Body Wrap Demonstration 2 hours
- Cracking the Code to What Customers Crave 2 hours
- Stories that Stick: The Irresistible Power of Strategic Storytelling 1 hour
- The Way Forward: Mastering Life's Toughest Battles and Discovering Your Purpose 1 hour
- Funeral Rule Compliance and Update on the FTC Rule Review 1 hour
- Standing for Something Larger than Yourself 1 hour
- When Words Aren't Enough 1 hour
- Closing the Deal: Growth by Acquisition 1 hour
- Online Deathcare: Evolving Consumer Expectations 1 hour

The International Cemetery, Cremation and Funeral Association requested continuing education hours for the following courses;

- Celebrant Training 24.5 hours
- Crematory Operator 23.5 hours
- Leadership 23.5 hours
- Cemetery and Crematory 9 hours

On a motion from Susan J. Hopkins, seconded by Timothy P. Kenney, the Board voted to deny the following continuing education courses;

The International Cemetery, Cremation and Funeral Association requested continuing education hours for the following courses;

- Bringing it Together: Open Forum 1 hour
- Best Practices/Q&A 1 hour
- Exceptional Cemetery Maintenance: Experience the Difference 1.5 hours
- Applying Technology to Cemetery Operations 1.5 hours
- Train the Trainer 3.5 hours
- Cemetery Sustainable Practices 1.5 hours
- Creative Cemetery Use 1.5 hours
- Arlington National Cemetery: Restoring Horror 1.5 hours
- Modern Cemetery Development 1.5 hours
- Cemetery Liability Issues 1.5 hours
- Internal Relationships 1 hour
- Wrap Up 1 hour

The following continuing education courses were tabled until the next scheduled meeting to obtain more information.

The National Funeral Directors Association requested continuing education hours for the following courses;

- Conveying Value: Are You Prepared? 1 hour
- Extreme Restorative Case Solutions “What to Do and Use” 4 hours
- Boost Preneed Sales with a Before I Die Festival 1 hour
- Death in Color: Understanding the Black American Funeral 1 hour
- New Sustainable Disposition Options 1 hour
- Understanding the Millennial Professional 1 hour
- Ethical Issues: Where Do I Draw the Line? 1 hour
- Design Inspiration for Funerals 1 hour
- Grief, Humor and Healing 1 hour
- Creating Meaningful Cremation Rituals 1 hour
- Embalming: Lets Do Better 1 hour
- Navigating OSHA: Upside Potential and Downside Risk 1 hour

BOARD BUSINESS:

The Board Administrator provided an update that HB 1320, relative to public exposure of deceased human bodies, was signed by Governor Sununu on June 17, 2022, to be effective August 16, 2022.

Lindsey Courtney, Executive Director of the Office of Professional Licensure and Certification (“OPLC”) was present to discuss with the Board updates regarding a licensing initiative currently taking place, and the hope of procuring a new licensing system. OPLC is hopeful for an implementation schedule of two years. To begin this initiative, OPLC has began a profiling project to inventory all boards to ensure that the licensing process mirrors what is in statute and rule. The process with the Board of Registration of Funeral Directors and Embalmers has just begun, and anything that needs to be changed will be brought forth to the Board with a presentation.

Executive Director Courtney requests that the Board temporarily pause rulemaking while this process is ongoing and will be present at the next scheduled meeting to provide an update on what has been found.

OPLC is also in the process of procuring a third party to manage continuing education that will allow licensees to upload their certificates, that will interface with the new system.

The Board has requested that the Board Administrator inquire about the particular invoices for inspections that will not be reimbursed.

NON-PUBLIC SESSION:

At 3:48 pm, on a motion by Vincent A. Baiocchetti, seconded by Timothy P. Kenney 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. The Board returned to Public Session at 4:33 p.m.

At 4:15 p.m., on motion by Vincent A. Baiocchetti, seconded by Susan J. Hopkins, the Board voted 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.

The meeting adjourned at 4:16 p.m.