

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
Meeting of 1/10/17**

Held at
1000 Washington Street, Boston, MA, 02118
At 10:00 a.m.
Room 1D

Board Members Present:

Patrick Driscoll (Arrived at 10:07 a.m.)
Thomas O'Donnell
Paul Phaneuf
Peter Stefan

Staff Members Present:

Shara Benedetti, Associate Executive Director
Charles Kilb, Board Counsel
Robert Williams, Investigator
Daquiri Purifoy, Administrator

Others Present:

Katherine Lambert
Chris Dube
Erica DeRinno
Robert Tiorano
Anthony Spears
John Keohane
Christian Cimini
Larry Liberfarb

Call to Order

Mr. O'Donnell called the meeting to order at 10:00 a.m. Board staff reviewed building evacuation procedures and noted the location of restrooms.

Review of Minutes

The Board reviewed the minutes of the meeting held on November 15th, 2016.

Mr. Phaneuf moved, seconded by Mr. Driscoll, to accept the minutes of the meeting held on December 20th, 2016.

Motion passed unanimously.

Review and Possibly Amend the National Conference Examination Requirement for Prospective Registrants

The Board briefly continued its discussion of the National Conference exam and possibly amending the exam requirement for prospective registrants. The Board indicated that before it makes a decision, it will review the Massachusetts practical examination during the Executive Session at its February board meeting. The Board took no action at this time and will re-visit the issue at a future meeting.

Report from Associate Executive Director Shara Benedetti

Ms. Benedetti reported that a board member training will be conducted by a representative of the Division of Professional Licensure at the board's February 14th meeting. The training will begin at 10:00 a.m. and the public board meeting will begin at 11:00 a.m.

Report from Legal Counsel, Charles Kilb

Mr. Kilb indicated to the Board that the post hearing changes to the new regulations have been approved by the Administration and that he will be filing the regulations this week. The new regulations will go into effect in approximately two and a half weeks. Mr. Kilb will provide the Board with a final copy of the new regulations at the February board meeting.

Report from Christopher Carroll, Chief Investigator

Mr. Carroll had nothing to report. No formal action taken.

Investigative Session Case, Investigative Conferences, Settlement Offers: Closed session pursuant to M.G.L. c. 112, § 65C

At 10:47 a.m., Mr. Phaneuf moved to suspend the open meeting and enter into investigative conference closed session pursuant to M.G.L. c. 112, § 65C, seconded by Mr. Driscoll. **The motion passed unanimously.**

Upon returning to open session, the Board reported the following:

FE-16-024: The Board provided guidance to the prosecutor.

At 11:38 a.m. Mr. Phaneuf moved, seconded by Mr. Stefan to exit the investigative session and enter executive session. A roll call was taken: Mr. Phaneuf, aye; Mr. O'Donnell, aye; Mr. Stefan, aye; Mr. Driscoll, aye. **Motion passed unanimously.**

At 11:50 a.m., Mr. Phaneuf moved, seconded by Mr. Driscoll to exit the executive session and re-enter the public session and adjourn for lunch. A roll call was taken: Mr. Phaneuf, aye; Mr. O'Donnell, aye; Mr. Stefan, aye; Mr. Driscoll, aye. **Motion passed unanimously.**

At 11:50, the Board adjourned for lunch. Mr. O'Donnell announced that the Board would return at 1:00 p.m.

Lunch Break

At 1:07 p.m. the public session resumed.

Application Review:

Type-6- Review and vote on applications

The Board met with the following Type-6 applicant:

- Christopher Dube

Mr. Phaneuf moved to accept the above applicant, seconded by Mr. Stefan. Mr. Driscoll abstained. **Motion passed.**

Type-6 applicant Thomas Grasso did not appear at the meeting. His application was tabled for the February board meeting.

Apprentices – Review and vote on applications

The Board met with the following Funeral Apprentice applicants:

- Christian Cimini
- Katherine Lambert

Mr. Driscoll moved to accept the above applicants, seconded by Mr. Phaneuf. All in favor. **Motion passed unanimously.**

Jessica Vazza did not appear at the meeting. Her application was tabled for the February board meeting.

Funeral Assistants, First Time - Review and vote on applications

The Board met with the following Funeral Assistant applicant:

- Robert Tiorano

Ms. Lindsay moved to accept the above applicants, seconded by Mr. Phaneuf. All in favor. **Motion passed unanimously.**

Ronald Goodrow and Christopher Iennaco did not appear at the meeting. Their applications were tabled for the February board meeting.

Funeral Assistants (Transition from Apprentice)- Review and vote on applications

The Board met with the following Funeral Assistant applicant:

- Brendan Fahy

Mr. Fahy appeared before the Board and indicated that he was previously a registered apprentice embalmer and completed his apprenticeship, however he is not eligible to renew the registration because the registration was issued more than six years ago. Mr. Fahy indicated that he is currently enrolled in mortuary school. The Board indicated that Mr. Fahy could apply to reinstate his apprentice registration if he provides satisfactory documentation that he is currently enrolled in school.

Mr. Driscoll moved to grant Mr. Fahy an apprentice registration in lieu of the funeral assistant registration with the condition that he provide to the Board the proper paperwork and satisfactory documentation that he is currently enrolled in school, seconded by Mr. Phaneuf. All in favor. **Motion passed unanimously.**

Sherman Bastow, Jr. and Shelly Lake were not present at the meeting. Their applications were tabled for the February meeting.

Wall Certificates:

- Grondin Funeral Services, Inc. d/b/a Grondin-Carnevale Funeral Home
- Paul C. Rogers & Sons, Inc. d/b/a Paul C. Rogers Family Funeral Home
- Varnum Funeral Home, Inc. d/b/a Charbonneau Funeral Home

The above wall certificates were signed.

Continuing Education Provider Applications:

Funeral Service Academy

- Embalming: Diseases and Conditions

- Autopsies and Organ Tissue Donors
- Grief and Cultural Competence: Jewish Traditions
- Grief and Cultural Competence: Hispanic Traditions
- Grief and Cultural Competence: The African American Diaspora
- Funeral Home Safety Overview
- Safety within Funeral Homes
- Complying with the Federal Trade Commission Funeral Rule
- OSHA Compliance Guidance for Funeral Homes

ICCFA

- 2017 ICCFA Annual Convention & Exposition

International Order of the Golden Rule

- Shatter Expectations: Takeaways for the New Generation of Funeral Professionals
- Children as Forgotten Mourners: How Funeral Service Professionals Can Incorporate Them Back into the Funeral
- 3 Simple Strategies to make the Financial Process Smoother for Families & Increase Your Bottom Line
- Can the Best Embalmers Still Learn Something?
- Opioid Epidemic: How Funeral Directors Can Respond
- How to Present Open Casket Options So Families Will Thank You Later
- Life Hacks for Mastering Technology in the Funeral Home
- 4 Ways to Successfully Woo Cremation Families
- New Generation of Funeral Service-Our Best Practices
- Wrap Up: New Ideas Exchange
- How to Explain Why Funerals Matter to Someone Who'd Rather Throw a Party

Insight Institute

- Certified Funeral Celebrants

NFDA

- NFDA Arranger Training Program-Alexander City, AL
- NFDA Arranger Training-Tinley Park, IL
- NFDA 2017 Online Learning Courses

Mr. Phaneuf moved to accept the above continuing education applications, seconded by Mr. Stafan. All in favor. **Motion passed unanimously.**

1:57 p.m. Adjournment

At 1:57 p.m. Mr. Stafan moved, seconded by Mr. Driscoll to adjourn the meeting.
All in favor. **Motion passed unanimously.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michael Hawley". The signature is written in dark ink and is positioned above the printed name.

Michael Hawley
Executive Director

List of Documents used at the meeting:

Agenda for meeting held on January 10th, 2016

Minutes from meeting held on December 20th, 2016

Application review:

Type 6

- Christopher Dube
- Thomas Grasso

Apprentices

- Christian Cimini
- Katherine Lambert
- Jessica Vazza

Funeral Assistants (1st time)

- Ronald Goodrow
- Christopher Iennaco
- Robert Tiorano

Funeral Assistants (Transition from Apprentice)

- Sherman Bastow, Jr.
- Brendan Fahy
- Shelly Lake

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