

**Massachusetts Board of Registration of Embalming and Funeral Directing
Minutes**

Meeting of 1/20/15

Held at
1000 Washington Street, Boston, MA, 02118
at 12:30 p. m.
Room 1D

Board Members Present:

Dahria Williams Fernandes, Chair
Peter Stefan
Carolyn Lindsay

Staff Members Present:

Michael Hawley, Executive Director
Colleen Cavanaugh, Associate Executive Director
Rachael Pauze, Board Counsel
Robert Williams, Investigator
Yadi Rivera, Board Staff

Call to Order: The Chairwomen, Dahria Williams Fernandes, called the meeting to order at 11:50 a. m. Board staff reviewed building evacuation procedures and noted the location of restrooms.

Board Business:

Peter Stefan moved to accept minutes from the December 16, 2014 meeting. Carolyn Lindsay seconded.

Motion passed unanimously.

Application review, vote, and swearing in:

Type 6s – Review and vote on applications, swearing-ins:

The Board met with Tracy Best of The Parker Funeral Home and John Gately of Gately Funeral Service.

A motion was made by Mr. Stefan, Seconded by Ms. Lindsay to accept the above referenced applicants.

Motion passed unanimously.

Apprentices- Review and vote on applications

The board met with Joseph Bezio Jr of Poliks Funeral Home, Drew Fiske of Funerarias Multi Culterel, Jeanne Roach of Sampson Hickey Grenier Funeral Home, and Darren Nowlan of O'Connor Brothers Funeral Home.

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept the above referenced applicants.

Motion passed unanimously.

Funeral Assistants- review and vote on applications

The Board met with Eugene Olearczyk of Beers and Story Inc, Kevin Sloat of Beers and Story Inc, Matthew Breen of Solimine Funeral Home, and Ronald Zmayefski of O'Connor Funeral Home.

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept the above referenced applicants.

Motion passed unanimously.

Funeral Establishments

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept the application for Pike-Newhall Funeral Home.

Motion passed unanimously.

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept the application for La Rosa Funeral Home.

Motion passed unanimously.

The Board met with Caroline Cotto of Pike-Newall Funeral Home.

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept her Type 3 application.

Motion passed unanimously.

Continuing Education

Program Coordinator or Sponsor: NFDA

- Program Title:** Managing change Positively (1 CE)
- Remaining Profitable as Cremation Rates Soar (1 CE)
- Pricing is Not About Price: How to Price & Package to Serve Your Families Better (1.5 CE)
- Innovative Ways to Connect with Cremation Families (1.5 CE)
- Interactive, Moderated Round Table Discussions (1 CE)
- Meeting the Cremation and Funeral Needs Of the Growing Diverse Populations in North American (1 CE)
- Hiring for Greatness (1 CE)
- Online Engagement: Tech Terms & Tools Made Easy (1.25 CE)
- Cremation Liability Forum (1 CE)

Program Coordinator or Sponsor: NFDA

- Program Title:** Communicable Disease: Safeguarding the Funeral Practitioner (2 CE)
- Communicable Disease: What Every Funeral Home Must Know (3 CE)
- Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices (4 CE)
- Deathcare Marketing: 25 FAQs (6 CE)
- Embalming Perspectives and Paradigms Challenged (6 CE)
- Embalming Risk Management (2 CE)
- Embalming the Obese Case (3 CE)
- Five Ways to Improve Prep Room Ventilation and Improve Your Health (2 CE)
- Funeral Service Ethics (2 CE)
- Marketing a Funeral Home for Long-Term Profitability (3 CE)
- Offering Funeral Packages in Compliance with the FTC Funeral Rule (2 CE)
- Personnel Management in Funeral Service (4 CE)
- Professional Ethics in Funeral Service: NFDA's Code of Code of Professional Conduct (1 CE)
- Serving Hispanic Families (4 CE)
- The Funeral: A Change to Touch, A Chance to Serve, A Chance to Heal (4 CE)
- Understanding a Child's Grief (3 CE)
- Understanding and Creating Exceptional Funeral Experiences (3 CE)
- Understanding and Managing Grief (6 CE)
- Understanding Preneed (4 CE)
- Understanding the Practice of the FTC Funeral Rule (3 CE)
- What Matters Most: Heart's Desire in Life and Death (6 CE)
- What To Do When Families Say "No Religion, Please" (2 CE)

Program Coordinator or Sponsor: NFDA
Program Title: Can Your Funeral Home Pass OSHA Scrutiny this Year? 2015 OSHA Update (1.5 CE)

Program Coordinator or Sponsor: NFDA
Program Title: Getting to the Heart of Customer Satisfaction (1.5 CE)

Program Coordinator or Sponsor: Batesville – Tim Fullenkamp
Program Title: Googled ... The Internet: My Friend and Occasional Enemy (2 CE)

Program Coordinator or Sponsor: Cremation Association of North America
Program Title: Crematory Operations Certification Program (6 CE)

Program Coordinator or Sponsor: Selected Independent Funeral Homes
Program Title: 2015 Spring Management Summit (7.5 CE)

Program Coordinator or Sponsor: Matthews International
Program Title: 10 Arrangement Steps Essential For Families Selecting Cremation (1 CE)

Program Coordinator or Sponsor: American Academy McAllister Institute of Funeral Service, Inc.
Program Title: The Art of Saying No Nicely: Ethical Dilemmas (2 CE)

Program Coordinator or Sponsor: International Order of the Golden Rule
Program Title: Making Aftercare Work for you: Strategic Steps to a More Successful Program (1 CE)

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay to accept the above list of continuing education courses.

Motion passed unanimously.

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

A motion was made by Mr. O'Donnell and seconded by Mr. Stefan and it was so

Voted: To enter Case, Investigative Conferences, Settlement Offers: Closed session pursuant to G.L. c.30A, s.18 at 1:28 pm.

Public Session resumed at 2:08 pm.

During the Case, Investigative Conference, Settlement Offers the Board took the following actions:

Mr. Stefan recused himself and left the room.

EM-15-009 – Case forwarded to prosecutions.

Mr. Stefan returned to the meeting.

EM-15-008 – case dismissed

Adjournment

A motion was made by Mr. O'Donnell, seconded by Ms. Lindsay and it was so

Voted: To adjourn the meeting
at 2:08p.m.

Respectfully submitted,



Colleen Cavanaugh
Associate Executive Director