

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
Meeting of 3/15/16**

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

Board Members Present:

Patrick Driscoll
Thomas O'Donnell
Paul Phaneuf
Peter Stefan (arrived at 10:22 a.m.)

Board Members Absent:

Carolyn Lindsay

Staff Members Present:

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

Others Present:

Charles Farrell	Ralph Barile, Jr.
Rebecca Ridley	Charles Curran
Robert Fisher	Patrick Bernard
Dean Laurendeau	Marisa Religa
Bruce Wahle	Marc Varnum
Jim Dolan	Peter Masuzzo
Austin Skinner	Kevin Mack
Jeff Davis	Carlton Racie
Michael McCormack	Robert Gordon
Carl Fisher	Sharees Owens
Donald Dufresne	Pamela Fortier
Debra Briss Wolfe	Francis Joyce
John Vincent	Brian Taylor
Jeffrey Aveni	Benjamin Poinier
Brian Mack	Jerome Jozak
Lawrence Brandon	Michael Aguiar
Paulette Henderson Brown	Richard Saunders, Jr.
Brian Costa	Lawrence Pushard
James Greely, IV	

Call to Order

Mr. O'Donnell called the meeting to order at 10:09 a.m. Board staff reviewed building evacuation procedures and noted the location of restrooms.

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

Mr. O'Donnell moved to suspend the open meeting and enter into investigative conference closed session pursuant to M.G.L. c. 112, § 65C, seconded by Mr. Phaneuf. The motion passed unanimously.

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

The Board was updated regarding the status of pending investigations. The Board took the following actions:

Docket No. EM-16-013: Referred to prosecutions.

Docket No. EM-16-014: Referred to prosecutions.

Docket No. EM-16-016: Referred to prosecutions.

Executive Session- Candidate Interviews [(Closed Session Pursuant to M.G.L. c. 30A, § 21(a)(1))]

At 10:09 a.m., Mr. Phaneuf, seconded by Mr. Driscoll moved to exit the investigative session and enter into executive session for the purpose of discussing an applicant's character versus professional competence. The chair estimated the Board would return to public session in twenty minutes.

A roll call vote was taken:

Members in Favor: Mr. Phaneuf, aye; Mr. Driscoll, aye; Mr. O'Donnell, aye.

Members Opposed: None.

Note: Mr. Stefan, arrived during the Executive Session.

Mr. O'Donnell moved, seconded by Mr. Phaneuf, to exit the executive session and resume the public session.

A roll call vote was taken:

Members in Favor: Mr. Stefan, aye; Mr. Phaneuf, aye; Mr. Driscoll, aye; Mr. O'Donnell, aye.

Members Opposed: None.

Review of Minutes

The Board reviewed the minutes of the meetings held on September 22, 2015 and February 16, 2016.

Mr. Phaneuf moved, seconded by Mr. Stefan, to accept the minutes of meetings held on September 22, 2015 and February 16, 2016.

Motion passed unanimously.

Schedule Next Board Meeting

After discussion, the Board decided to hold one meeting during the month of April. The Board will revisit the issue of whether or not to schedule meetings once per month in the future at a later date. The Board scheduled the next board meeting for April 12, 2016. The meetings previously scheduled for April 5, 2016 and April 19, 2016 are cancelled.

Correspondence

No correspondence to review.

Report from Associate Executive Director Shara Benedetti

Ms. Benedetti reported the changes to the Massachusetts jurisprudence exam that the Board previously made have been compiled and sent to PCS for revisions to the exam. Ms. Benedetti also reported that the target date for E-Licensing has been moved from August to October. She reported that board staff has made a proposal to process the funeral assistant and funeral apprentice applications at DPL instead of requiring applicants to apply through PCS.

Report from Legal Counsel, Charles Kilb

Mr. Kilb reported that the new regulations are currently being reviewed at the Executive Office of Housing and Economic Development. Mr. Kilb expects the review to be completed by the end of April.

Report from Christopher Carroll, Chief Investigator

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

At 12:12 p.m. Mr. Phaneuf moved to adjourn for lunch, seconded by Mr. Driscoll. **Motion passed unanimously.** Mr. O'Donnell announced the Board would return at 12:58 p.m.

Lunch Break

Public session resumed.

Application Review

Type 3

The Board met with the following applicants:

- James Greely, IV
- Pamela Fortier

Mr. Phaneuf moved to accept the above applicant, seconded by Mr. Driscoll

Motion passed unanimously.

Type 6

The Board met with the following applicant:

- Peter Masuzzo

Mr. Phaneuf moved to accept the above applicant, seconded by Mr. Driscoll

Motion passed unanimously.

Transition from a Type 3 to Type 6- Review and vote on application

The Board met with the following applicant:

- Debra Wolfe

Mr. Phaneuf moved to accept the above applicant, seconded by Mr. Driscoll

Motion passed unanimously.

Apprentices – Review and vote on applications

The Board met with the following funeral apprentice applicants:

- Sharees Owens
- Benjamin Poinier
- Marisa Religa
- Austin Skinner

Mr. Stefan moved to accept the above applicants, seconded by Mr. Phaneuf.

Motion passed unanimously.

The Board met with Jawad Benazzi. Mr. Driscoll moved to accept Mr. Benazzi's application, seconded by Mr. Phaneuf. Mr. Stefan abstained. **Motion passed.**

Funeral Assistants, First Time - Review and vote on applications

The Board met with the following applicants:

- Patrick Bernard
- Brian Costa
- Charles Curran
- Donald Dufresne
- Carl Fisher

Mr. Phaneuf moved to accept the above applicant, seconded by Mr. Driscoll.

Motion passed unanimously.

The Board met with the following applicants:

- Robert Gordon, III
- Michael McCormack
- Brian Taylor

Mr. Stefan moved to accept the above applicants, seconded by Mr. Phaneuf.

Motion passed unanimously.

Funeral Assistants (Transition from Apprentice)

The Board met with the following Funeral Assistant Applicants:

- Michael Aguiar
- Brian Mack
- Carlton Racie
- Manuel Wray

Mr. Stefan moved to accept the above applicants, seconded by Mr. Phaneuf.

Motion passed unanimously.

Establishment Certificate Applications

The Board reviewed the following establishment applications:

- Greely Funeral Home & Cremation, d/b/a Greely Funeral Service
- Westfield Funeral Home and Cremation, LLC
- ECB, Inc. d/b/a Brandon Funeral Home

Mr. Phaneuf moved to accept the above establishment applications, seconded by Mr. Driscoll. **Motion passed unanimously.**

Wall Certificates

- Schlossberg-Solomon Memorial Chapel
- South Coast Chapel Mortuary
- Wareham Village Funeral, Inc.
- Worcester Funeral, Inc.
- Philbin-Comeau Funeral Home
- Henry-Dirsa Funeral Home
- Henry-Dirsa Funeral Service
- Russell & Pica Funeral Home
- Ashley Sullivan
- Amy Baczek
- Pamela Fortier

All wall certificates were signed.

CEU Provider Applications

MFDA

- Helping Families Make Important Decisions: The Talk of a Lifetime
- Your Annual Funeral Home Business Checkup

Insight Institute

- Certified Funeral Celebrants

NFDA

- Arranger Training Seminar- Albany, NY
- Meet the Mentors Program 2016
- Cremation Retreat 2016
- 2016 Annual All-Staff Training with the FTC Funeral Rule Coordinator
- Arranger Training- Dallas, TX

Mr. Phaneuf moved to accept the above CEU provider applications, seconded by Mr. Driscoll.

Motion passed unanimously.

Open session for topics not reasonably anticipated 48 hours in advance of meeting:

The Board indicated that during the next monthly meeting it would like to review and discuss the National Conference Exam.

2:15 p.m. Adjournment

Mr. O'Donnell moved to adjourn the meeting. Mr. Phaneuf seconded.

Motion passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'SB' followed by a long horizontal line.

Shara Benedetti
Associate Executive Director

List of Documents used at the meeting

Agenda for meeting held on March 15, 2016;

Minutes from meetings held on September 22, 2015 and February 16, 2016;

Applications:

Type 3

- James Greely, IV
- Pamela Fortier

Type 6

- Peter Masuzzo

Type 6 (Type 3 to Type 6)

- Debra Wolfe

Apprentices

- Jawad Benazzi
- Sharees Owens
- Benjamin Poinier
- Marissa Religa
- Brian Rousseau
- Austin Skinner
- Bruce Wahle

Funeral Assistants (1st time)

- Patrick Bernard
- Brian Costa
- Charles Curran
- Donald Dufresne
- Carl Fisher
- Robert Gordon, III

- Michael McCormack

- Timothy McNamara
- Kristopher Mercadante
- Brian Taylor

Funeral Assistants (transition from Apprentice)

- Michael Aguiar
- Charles Farrell
- Robert Fisher
- Brian Mack
- Carlton Racie
- Manuel Wray

Establishments:

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- Westfield Funeral Home and Cremation, LLC
- ECB, Inc. d/b/a Brandon Funeral Home

Wall Certificates:

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- South Coast Chapel Mortuary
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- Henry-Dirsa Funeral Home
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- Ashley Sullivan
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CEU Provider Applications:

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- Helping Families Make Important Decisions: The Talk of a Lifetime
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