

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
Meeting of 1/15/19**

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

Board Members Present:

Patrick Driscoll
Paul Phaneuf
David Bresniak
Richard Gormley

Staff Members Present:

Michael Hawley, Executive Director
Bruce Hopper, Chief Board Counsel
Robert Williams, Investigator

Board Members Absent:

Janet Leombruno

Members of the Public Present:

Jean Cantillon
Doug Olander
Frank A. Smith, III
Victor Buonfiglio
Gary Toye
Sasha Newman
Christina Barboza

Richard Monighetti
Jean Kolling
Marguerite Gustafson
Russell Peck, Jr.
Thomas H. Hays
John R. Drolette

Call to Order

Mr. Phaneuf called the meeting to order at 10:15 a.m. Board staff reviewed building evacuation procedures and noted the location of restrooms.

Review of Minutes

The Board reviewed staff prepared public session minutes of the meeting held on December 18, 2018.

Mr. Bresniak moved to accept staff prepared public session minutes of the meeting held on December 18, 2018. Mr. Driscoll seconded the motion. Motion passed by a majority vote.

Report from Executive Director Michael Hawley

Mr. Hawley reported that Robert Williams contacted all Type 3 Funeral Directors whose licenses are not current as of the October 31, 2018 deadline. Three Type 3 Directors have renewed late and one Type 3 Funeral Director is deceased. Board staff updated the license

records accordingly. He stated that approximately seventy-five preneed reports have been submitted and expects to have a complete count at the February Board meeting. Mr. Phaneuf noted that the Massachusetts Funeral Directors Association has mailed reports to members at their funeral homes and posted the report on their website.

Report from Chief Legal Counsel, Bruce Hopper

No Report.

Application Review:

Type 6 – Review and vote on applications

- Sasha Newman
- Douglas Olander

Mr. Phaneuf moved to approve the above candidates for licensure. Mr. Driscoll seconded. The motion passed unanimously.

The above candidates were sworn in.

Type 6 (Transition) – Review and vote on application

- Thomas Hays (Transition to Type 6)
- Marguerite Gustafson (Transition to Type 6)
- Mary Aveni (Transition to Type 6)

Ms. Aveni did not attend the Board meeting. Her application will be reviewed at the February, 2019 meeting.

Mr. Driscoll moved to approve Mr. Hays and Ms. Gustafson for licensure. Mr. Gormley seconded. The motion passed unanimously.

Type 3 – Review and vote on application

- Christina Barboza

Mr. Driscoll moved to approve the above candidate for licensure. Mr. Brezniak seconded. The motion passed unanimously.

Type 3 and Funeral Establishments – Review and vote on applications:

- John Drolette
- Ashely Funeral Home

The Board reviewed Mr. Drolette's Type 3 Funeral Director application and the Ashley Funeral Home Establishment Certificate application. Both applications were in order and the establishment had been duly inspected.

Mr. Brezniak moved to approve Mr. Drolette for licensure. Mr. Driscoll seconded. The motion passed unanimously.

Mr. Brezniak moved to approve the Ashely Funeral Home for licensure. Mr. Gormley seconded. The motion passed unanimously.

- Russell Peck, Jr.
- Peck Funeral Home – Braintree

The Board reviewed the Peck Funeral Home application with Funeral Director, Russell Peck Jr. The application was in order and the establishment had been duly inspected.

Mr. Gormley moved to approve Mr. Peck for licensure. Mr. Brezniak seconded. The motion passed unanimously.

Mr. Driscoll moved to approve the establishment for licensure with the condition that the application for the Weymouth location of Peck Funeral Home be submitted by the end of January, 2019. Mr. Gormley seconded. The motion passed unanimously.

- Boston Cremation – Quincy
- Boston Cremation – Mansfield

The Board reviewed the funeral establishment applications for two Boston Cremation Funeral Homes. The applications were in order and both establishments were duly inspected.

Mr. Brezniak moved to approve both Boston Cremation establishments for licensure. Mr. Gormley seconded. The motion passed unanimously.

Discussion:

The Board briefly discussed how the RMV manages distribution of license plates for hearse vehicles and the need to ensure that hearse plates are delivered exclusively to funeral homes. The Board instructed Mr. Hopper to examine the matter and report back to the Board.

Continuing Education Provider Applications:

NFDA

- Meet the Mentors 2019
- Lingering Liability: Inside the Cemetery

- NFDA Business Conference
- NFDA Cremation Conference
- Cremation Arranging Solutions – Beyond the Basics
- 2018 FTC Funeral Rule Training
- Approaching Trauma Cases with Confidence
- Conflict Management for Funeral Directors: Successful Interpersonal Communication Practices
- Deathcare Marketing: 25 FAQ's
- Demonstration of Soft Tissue Repair
- Do-It-Yourself Memorials (with a little Help from the Funeral Director)
- Embalming Perspectives and Paradigms Challenged
- Embalming Risk Management 4.0
- Embalming the Obese Case
- Everyday Embalming: Tips and Tricks
- Funeral Service Ethics
- Jewish Funeral Traditions and Rituals
- Marketing a Funeral home for Long-Term Profitability
- Marketing the Art of Funeral Home Etiquette
- Offering Funeral Packages in Compliance with the FTC Funeral Rule
- Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct
- Relevance of Restorative Art
- RSVP: I'll See You at My Living Funeral
- Supporting Pregnancy Loss Families
- Ten Tools for Stress Relief
- The Funeral: A Chance to Touch, A Chance to Serve, A Chance to heal
- Understanding the Child's Grief: Insights for Funeral Home Owners, Directors, Staff
- Understanding and Managing Grief
- Understanding the Practice of the FTC Funeral Rule

MKJ Marketing

- MKJ Marketing's 2019 Marketing Summit – February 25-27, 2019
- MKJ Marketing's 2019 Marketing Summit – March 11-13, 2019
- MKJ Marketing's 2019 E-Commerce Mastermind Program – February, 2019
- MKJ Marketing's 2019 E-Commerce Mastermind Program – March, 2019

International Cemetery, Cremation & Funeral Association

- 2019 ICCFA Annual convention & Exposition – April 2-6, 2019

Insight Institute

- 2019 Funeral Celebrant Training – Various Locations

Mr. Driscoll moved to approve and accept all of the above continuing education courses. The motion was seconded by Mr. Gormley. The motion passed unanimously.

Closed session, Investigative Conferences [Closed pursuant to M.G.L. c. 112, § 65C]

At 11:53 a.m., Mr. Brezniak moved to suspend the open meeting and enter into closed session to conduct investigative conferences to discuss disciplinary cases pursuant to M.G.L. c. 112, § 65C. The motion was seconded by Mr. Gormley. **The motion passed unanimously.**

During the closed session, the Board took the following actions:

- 2017-000467-IT-ENF – Dismissed with Advisory Letter
- 2017-001066-IT-ENF – Forwarded to Prosecutions
- 2018-001210-IT-ENF – Forwarded to Prosecutions
- 2018-001129-IT-ENF – Dismissed
- 2018-000646-IT-ENF – Dismissed with Advisory Letter

Adjournment

At 1:13 p.m. Mr. Gormley moved to adjourn the meeting. Mr. Brezniak seconded the motion. Motion passed unanimously.

List of Documents used at the meeting:

1. Agenda
2. Minutes from previous meeting(s) where applicable
3. Applications for personal registration
4. Establishment Licensure Applications
5. Continuing education provider applications

Respectfully submitted,



Michael Hawley
Executive Director