

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
Meeting of 7/16/19**

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

Board Members Present:

Paul Phaneuf
David Brezniak
Richard Gormley
Janet Leombruno

Staff Members Present:

Michael Hawley, Executive Director
Thomas F. Burke, Assoc. Executive Director
Peer M. Kelley, Board Counsel
Bruce Hopper, Chief Board Counsel
Robert Williams, Investigator

Members of the Public Present:

Robert Mundry

Call to Order

Mr. Phaneuf called the meeting to order at 10:12 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 June 18, 2019.

Mr. Brezniak moved to accept staff prepared public session minutes of the meeting held on June 18, 2019. Ms. Leombruno seconded the motion. Motion passed unanimously.

Report from Executive Director Michael Hawley

Mr. Hawley reported that the Board has issued 31 apprentice embalmer and 58 funeral assistant license registrations since January 1, 2019 up to the date of this Board meeting. Based on recent research into past record keeping, Mr. Hawley explained that the same license registration numbers have been given to funeral registrants who receive new type class registration. As a result, he noted that the Board may permit current funeral registrants to maintain the same number when they receive a new type class designation. In response to Board inquiry, Mr. Hawley noted that apprentice embalmers must request an extension in the sixth year of the apprenticeship and appear before the Board. The Board discussed the merits of having funeral establishments submit applications to each board member at the time the application is submitted, and instructed Mr. Hawley to study the requirement for doing so and report back to the Board.

Report from Chief Legal Counsel, Bruce Hopper

Mr. Hopper announced that Peter M. Kelley will resume his work as board counsel after serving as a hearings officer for the agency. He thanked the Board for its support and patience over the past several months.

Mr. Hopper departed the meeting at 10:33 a.m.

Application Review:

Type 3

- Robert C. Mundry

Mr. Brezniak moved to approve the above candidates for licensure. Ms. Leombruno seconded. The motion passed unanimously by the Board members present.

Discussion:

- **Hearses**

Mr. Williams reported that he received a reply from Ms. Phyllis Burke at the Registry of Motor Vehicles stating that it is impermissible to release a list of hearse license plate registrations to the Board per DPPA law. Mr. Kelley noted that the Board is not authorized to regulate hearse license plates.

- **Interstate Agreements.**

Board chair, Mr. Phaneuf, inquired whether there was a mutual agreement with the state of Connecticut for the purpose of transporting dead human bodies across state lines. Mr. Kelley replied that Connecticut officials have not, as of yet, confirmed such an agreement.

- **Kevin J. Burke Retirement.**

Question regarding recognizing the status of retirement from funeral registration in the Commonwealth of Massachusetts. The Board discussed at length whether a status may be added to a funeral registrant's license record to indicate retirement. The Board discussed different options for this designation and Mr. Hawley noted that he will take under advisement and review the matter.

Mr. Gormley arrived at the meeting at 11:02 a.m.

Continuing Education Provider Applications:

NFDA

- Making It Meaningful with Remembering a Life
- Dancing on the Edge of a Revolution: Helping People and Building a Business in the Connected World
- Honor, Duty, Sacrifice
- Going Green

Selected Independent Funeral Homes

- 2019 Annual Meeting – Nashville, TN

Elite Continuing Education

- Military and Line of Duty Death Services
- Opioids: Contributing to Both health an Death
- Talking with Children About Death
- Above Ground: Anatomical Embalming Roses in Society

International Order of the Golden Rule

- Improving the Health of Your Business to Better Serve Families: A Case Study
- The Funeral Home of the Future May Not Be a Funeral Home at All
- Themed Funerals – Beyond Bubbles and Dove Releases
- Workforce Expectations – Matching Next Gen Expectations with Your Funeral Home Culture

The North American Division of the British Institute of Embalmers

- Education & Explanation: Under the Lights and Through the Tears
- Education and Explanation: Universal World of Embalming
- Education & Explanation: Almost Everything You Wanted to Know about Mortuary Cosmetic Application (Part 1 of 2)

Ms. Leombruno moved to approve and accept all of the above continuing education courses. The motion was seconded by Mr. Gormley. The motion passed unanimously by Board members present.

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

At 11:31 a.m., Ms. Leombruno 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. Brezniak. **The motion passed unanimously by Board members present.**

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

Investigative Conferences and Settlement Offers

- 2019-000398-IT-ENF – Dismissed with Advisory.
- 2019-000304-IT-ENF – Forwarded to Prosecutions.

Adjournment

At 12:34 p.m. Mr. Gormley moved to adjourn the meeting. Ms. Leombruno 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. Kevin J. Burke correspondence
5. Continuing education provider applications

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Hawley", is written over a light gray rectangular background.

Michael Hawley
Executive Director