

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION IN EMBALMING AND FUNERAL DIRECTING
MINUTES OF THE OCTOBER 21, 2025, OPEN PUBLIC MEETING

Board Members Present in person:

Rebecca Ridley, Paul Phaneuf,

Board Members Remotely Attending:

Janet Leombruno, Richard Gormley

Board Members Unable to Attend:

Patrick Driscoll

DOL Staff Present in person at various times during the meeting:

Colleen Maloney, Acting Executive Director

Mike Ryan, Board Staff

John Hill, Board Staff

Peter Kelley, Board Counsel

At 10:10 AM the Chair called the meeting to order, and the Acting Executive Director noted the meeting was being recorded.

1. Welcome and Approval of New Applicants:

- Funeral Home Assistant Applicants: Board members welcomed the following new Assistant Applicants:
 - Briana Hardy
 - Anthony Oteri
 - Diane Oteri,
 - Molly Loughran

- Embalming Apprentice Applicants: Board members welcomed the following new Embalming Apprentice Applicants:
 - Christian Worthen,
 - Carmen R. Martinez Feliciano,
 - Amanda Herlihy
 - Suleman Sayed

Applicants attended with their sponsors, and applicants without sponsors were invited to the next meeting.- The Board members reminded them of their duties and welcomed them into the profession.

- Funeral Director Type 6 Applicants: Board members welcomed the following new Funeral Director Type 6 Applicants:

- Thomas Bastarache
- Amanda Ettaki
- Nicole Orellana

Licensees were administered the oath and formally sworn in.

Approval of Meeting Minutes:

- September 16, 2025 open session minutes. Tabled.

Executive Director Report:

The Acting Executive Director provided an update on the hiring process and hopes to have a new Executive director soon.

Board Counsel Report:

Rebecca Ridley would like the Board to consider clarifying what CEUs are required for reinstatements regarding apprentices and assistants. Currently the expectations are unclear.

Discussion Items

- Apprentice extension request
 - Charles Phelan: motion to extend for one year, to 10/20/26. Moved by Rebecca, seconded by Richard.
 - Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf
 - Members opposed: None
 - Ms. Leombruno absent
 - Francis Murphy: motion to extend for one year. Moved by Rebecca, seconded by Richard.
 - Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf
 - Members opposed: None
 - Ms. Leombruno absent
- REIN request, Jessica Bosowski: Motion to allow the applicant to continue the reinstatement process. Moved by Rebecca, seconded by Richard.
 - Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf
 - Members opposed: None
 - Ms. Leombruno absent
- Licensee downgrade process: Chair noted there is some confusion regarding what is required for the downgrade process. If no prior type 6 license issued, must apply for type 6 license. Board Counsel advised the Agency work to develop a policy regarding the downgrade process.

Public Comment: Margie Nolan stated she looks forward to providing public comment on the regulations.

At [need time] Ms. Ridley moved to exit open session and to enter executive session pursuant to G. L. c. 30A, § 21(a)(1), for the purpose of discussing and individual's character or reputation rather than professional competence. Mr. Gormley seconded.

- Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf, Patrick Driscoll
- Members opposed: None

At 11:18 am, the Board moved to exit the Executive Session and enter Closed Session for the purpose of conducting settlement and investigatory conferences pursuant to G. L. c. 112, § 65C. Motion made by Patrick Driscoll. Seconded by Rebecca Ridley. The Chair called for a Roll Call Vote:

- Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf, Patrick Driscoll
- Members opposed: None

During closed session the board took the following actions:

- 2025-000862-IT-ENF: Dismiss with advisory
- 2025-000683-IT-ENF: Dismissed

At 12:18pm, the Board moved to exit closed session, to enter open session, and thereupon to adjourn the meeting:

Motion by Richard Gormley, seconded by Rebecca

. The Chair called for a Roll Call Vote:

- Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf, Janet Lambruno
- Members opposed: None

Documents used in public session:

- List of Funeral Home Assistant Applicants, Embalming Apprentice Applicants, and Funeral Director Type 6 Applicants, scheduled to appear before the Board at today's meeting
- Swearing in Statement for Type 6 Funeral Director applicants
- Report on Administratively Approved License Registrations
- Report on Administratively Approved Continuing Education Course Providers
- Support documents for extension requests
- Support documents for reinstatement request

