



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

ERIC PALEY
SECRETARY, EXECUTIVE OFFICE OF
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Registration in Veterinary Medicine

One Federal Street, Suite 600
Boston, Massachusetts 02110-2012

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Embalming and Funeral Board Meeting
Open Session Minutes
December 16, 2026

In accordance with the provisions of G.L. c. 30A § 20, the Board has convened a regular monthly meeting on December 16, 2025, in a hybrid format.

INFORMATIONAL NOTE: All votes were taken by roll call.

Board members present: Rebecca Ridley, Paul Phaneuf, Patrick Driscoll, Janet Leombruno

Board Members absent: Richard Gormley

DOL Staff present: Colleen Maloney, Mike Ryan, John Hill, Peter Kelly, James Curley

At 10:08 AM the Chair called the meeting to order, and the Acting Executive Director noted the meeting was being recorded.

Welcome and Swearing in of new applicants

The Board welcomed the following Assistants and Apprentices into the profession

- Funeral Home Assistant Applicants
 - Nicole Bayjek, Timothy Lavoie, Grafton Catwell, Courtney DeAlmeida, Katelin Corbett, Brian Gosselin, Ashley Sundstrom
- Embalming Apprentice Applicants
 - Brody Fazio, Heather Gatto, Greg Diefendorf, Chloe Gilmore

The Board conducted the swearing-in for the following Funeral Director Type 6 Applicants

- Jamie Messier,
- Sierra Pena,
- Harry Lennex

Approval of Minutes

- Public Minutes from the November Board Meeting
 - MOTION by Rebecca Ridley to table November Meeting Minutes. Janet Leombruno seconded. The Chair called for a Roll Call Vote,
 - Members in favor: Rebecca Ridley, Paul Phaneuf, Janet Leombruno
 - Members opposed: None
 - Mr. Driscoll took no part in the deliberation or vote on this matter.
 - Motion Passed

Executive Director Report:

- Board reviewed administratively approved CEUs
 - MOTION by Rebecca Ridley. Seconded by Patrick Driscoll. The Chair called for a Roll Call Vote
 - Members in favor: Rebecca Ridley, Patrick Driscoll, Paul Phaneuf, Janet Leombruno
 - Members opposed: None
 - Motion passed

Board Counsel Report:

- Mr. Kelley gave a brief update on the status of the Board's proposed regulation amendments.

Discussion:

- Applicant Appearances
 - The Board discussed invites to apprentices, assistants, and type 6 licensees for Board meetings. Acting Deputy Commissioner stated that, as the agency moves into a new licensing platform, DOL is exploring ways to streamline the licensing process and asked the Board to consider making optional requirements of licensees to attend meetings, and gauged interest around an attestation at time of licensing and re-implementing COVID-19 policies allowing for the Agency to administer the oath to new Type 6 licensees. At this time the Board expressed an interest in continuing to invite assistants, apprentices, and type 6 licensees to the Board meetings.
- Online Applications
 - Funeral Assistants and Apprentice Embalmers on the first Monday of the new year, will slow roll out all online applications
- 2025-000628-CP-ENF
 - MOTION by Patrick Driscoll to accept 2025-000628-CP-ENF contingent they make a request to come off probation, the removal from which may be done administratively. Seconded by Rebecca Ridley. The Chair called for a Roll Call Vote,
 - Members in favor: Rebecca Ridley, Paul Phaneuf, Patrick Driscoll, Janet Leombruno
 - Members opposed: None
 - Motion Passed
- 2026 Meetings Calendar
 - MOTION made by Rebecca Ridley for the Board Meetings to take place on the first Tuesday of every month provided there is a quorum. Seconded by Patrick Driscoll. The Chair called for a Roll Call Vote,
 - Members in favor: Rebecca Ridley, Paul Phaneuf, Patrick Driscoll, Janet Leombruno
 - Members opposed: None
 - Motion Passed

Public Comment:

- No public comments

Matters not reasonably anticipated by the Chair 48 hours in advance of the meeting:

- No matters presented

At 11:19 am, the Board moved to exit the Public 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, Paul Phaneuf, Patrick Driscoll, Janet Leombruno
- Members opposed: None
- Motion Passed

During Closed Session, the Board took the following actions:

Docket	Status
2025-001058-IT-ENF	Referred to Prosecutions
2025-001110-IT-ENF	Dismissed

Adjournment

11:56 am, Patrick Driscoll made a Motion to adjourn the meeting, Seconded by Rebecca Ridley. The Chair called for a Roll Call vote,

- Members in favor: Rebecca Ridley, Paul Phaneuf, Patrick Driscoll, Janet Leombruno
- Members opposed: None
- Motion Passed

Documents used in the Open Public Session:

- Agenda for December 16th, 2025, Board meeting
- List of Licensees for Welcoming and Swearing in
- List of Administratively approved CEUs

Executive Director

