



**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**  
**February 3, 2026**

In accordance with the provisions of G.L. c. 30A § 20, the Board has convened a regular monthly meeting on February 3, 2026, in a hybrid format.

***INFORMATIONAL NOTE: All votes were taken by roll call.***

Board members present: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley

Board Members absent: Rebecca Ridley

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

At 10:04 AM the Chair called the meeting to order, and the Executive Director noted the meeting was being recorded.

**Board Matters**

- Board welcomes new board member: Yesenia Aguilera
- Election of Officers

Peter Kelley advised to leave secretary seat vacant, given its requirement of obtaining a surety bond.

MOTION to nominate Paul Phaneuf for Board Chair by Richard Gormley. Janet Leombruno seconded. No further nominations were made for either the chair or secretary officer positions. The Chair called for a Roll Call Vote to approve,

- Members in favor: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Motion Passed

**Welcome and Approval of New Applicants**

- Funeral Home Assistant Applicants
  - **Paul Lamontagne, Tyler Curving, Casey Wellman, Katelyn Fournier, Mariah Benjamin, Abigail De La Rosa, Mossa Seid**

MOTION by Janet Leombruno to approve Funeral Assistant Applicants. Richard Gormley seconded. The Chair called for a Roll Call Vote,

- Members in favor: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Motion Passed

- Embalming Apprentice Applicants
    - **Prudence O'Connor, Olivia Gill, Joseph Emanuello, Michael Smith, Elizabeth Ross**
- MOTION by Janet Leombruno to approve Embalmer Apprentice Applicants. Richard Gormley seconded. The Chair called for a Roll Call Vote,
- Members in favor: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley
  - Members opposed: None
  - Motion Passed
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- Swearing-in of Funeral Director Type 6 Applicants
    - **Phillis LeFave**
      - Sworn In

### **Approval of Minutes:**

- Public Minutes from the November Board Meeting  
MOTION by Richard Gormley to Approve November Meeting Minutes. Yesenia Aguilera seconded. The Chair called for a Roll Call Vote,
- Members in favor: Paul Phaneuf, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Note: Janet Leombruno was absent from this matter
- Motion Passed
  
- Public Minutes from the December Board Meeting
- Table for next month

### **Discussion Items**

- Online Applications
- Reactivating Licenses
  - Both exams, reinstatement fee, FA License
- Board Chair would like a Pre-Need update next month

### **Executive Director Report**

- CEU Approvals  
MOTION by Richard Gormley to Approve as outlined. Yesenia Aguilera seconded. The Chair called for a Roll Call Vote,
- Members in favor: Paul Phaneuf, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Note: Janet Leombruno was absent for this matter
- Motion Passed

**Board Counsel Report**

- Nothing to report

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

- Nothing to report

**Public Comment**

- No public comments

At 10:53 am, the Board moved to exit the Public Session and enter Closed Session for the purpose of conducting investigatory conferences pursuant to G. L. C. 112, § 65C. The Chair called for a Roll Call Vote Motion made by Janet Leombruno. Seconded by Richard Gormley.

- Members in favor: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Motion Passed

**During Closed Session, the Board took the following actions:**

<b>Docket</b>	<b>Status</b>
2025-001093-IT-ENF	Referred to prosecutions
2025-001114-IT-ENF	Dismissed. Open Board complaint.
2025-001146-IT-ENF	Dismissed
2025-001164-IT-ENF	Dismissed
2025-001178-IT-ENF	Dismissed
2025-001190-IT-ENF	Dismissed
2025-202258-FI-ENF	Dismissed. Open Board complaint.

**Adjournment – the next scheduled meeting is March 3,**

12:19 pm, Janet Leombruno made a Motion to adjourn the meeting, Seconded by Yesenia Aguilera. The Chair called for a Roll Call vote,

- Members in favor: Paul Phaneuf, Janet Leombruno, Yesenia Aguilera, Richard Gormley
- Members opposed: None
- Motion Passed

**Documents used in the Open Public Session:**

- Agenda for February 3<sup>rd</sup> 2026 Board Meeting
- Draft Minutes of November Open Minutes

- Documents for Reactivating Licenses
- List of Licensees for Welcoming and Swearing in
- List of Administratively approved CEUs

Executive Director

*James Curley*