

Board Of Embalming and Funeral Directing Open Session Minutes

In accordance with the provisions of G.L. c. 30A § 20, the Board convened a regular monthly meeting on June 17, 2025 in a hybrid format

INFORMATIONAL NOTE: All votes were taken by roll call.

Board members present: Rebecca Ridley, Richard Gormley, Paul Phaneuf, Janet Leombruno (Virtual), Patrick Driscoll (Virtual 10:30)

Board Members absent:

DOL Staff present: Colleen Maloney, Mike Ryan, John Hill, Phil Chan, Commissioner Wilkinson

Public Attendees: Sandy Ward, Applicants for licensure swearing in

At 10:07 AM the Chair called the meeting to order and the Acting Executive Director noted the meeting was being recorded. Roll Call, by Chair

1. Read and Approve Minutes

The members discussed the draft April Board meeting minutes. MOTION by Richard Gormley to approve. Rebecca Ridley seconded. The Chair called for a Roll Call Vote:

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

2. Approval of Embalmer Apprentice Applications:

The members discussed applicants appearing for swearing in. MOTION by Rebecca Ridley to approve applicants present and require applicants absent to attend the July meeting. Richard Gormley seconded. The Chair called for a Roll Call Vote:

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

3. Approval of Funeral Assistant Applications:

Members discussed applicants appearing for swearing in. MOTION by Rebecca Ridley to approve applicants present and require applicants absent to attend the July meeting. Janet Leombruno seconded. The Chair called for a Roll Call Vote:

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

4. Approval of Type 6 Funeral Director Applicants:

MOTION by Rebecca Ridley to approve applicants present and require applicants and sponsors absent to attend the July meeting. Richard Gormley seconded. The Chair called for a Roll Call Vote:

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

5. Acting Executive Director report

The Acting Executive Director provided an update on pre-need complaints moving to prosecution.

- Approval of CEU course providers MOTION by Richard Gormley to approve. Janet Leombruno seconded. The Chair called for a Roll Call Vote:
 - Members in favor: Rebecca Ridley, Richard Gormley, Paul Phaneuf, Janet Leombruno
 - Members opposed:
- The Commissioner provided an overview of the Governors Regulation review; Board gave direction to the agency to provide proposals for upcoming meetings.

6. Items Not Reasonably Anticipated by the Chair

Sandy Ward was recognized by the Board and inquired about the agency's Consumer FAQs. The Acting Executive Director will work with Sandy to include updates.

At 11:22 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. The Chair called for a Roll Call Vote

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

During closed session the Board took the following actions.

- 2025-000243-IT-ENF: Dismiss
- 2025-000457-IT-ENF: Forward to prosecutions
- 2025-000508-IT-ENF: Dismiss
- 2025-000725-IT-ENF: Dismiss
- 2025-201960-FI-ENF: Dismiss with advisory
- 2025-202258-FI-ENF: Return for further investigation

At 1:07 pm, the Board moved to exit closed session, to enter open session, and thereupon to adjourn the meeting:

Motion by Rebecca Ridley, seconded by Janet Leombruno. The Chair called for a Roll Call Vote:

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

The Meeting was adjourned at 1:07 p.m.

Documents used in public session:

- Agenda for the June 17, 2025, Open Meeting
- Public Session Minutes for the April Board Meeting
- List of administratively approved CE Course Providers
- List of Funeral Home Assistant Applicants and Embalming Apprentice Applicants, scheduled to appear before the Board at today's meeting
- Letter from Governor Healey to the Chairman regarding business friendly regulations