

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION IN EMBALMING AND FUNERAL DIRECTING
MINUTES OF THE NOVEMBER 15, 2022, OPEN PUBLIC MEETING

Board Members Present:

Paul Phaneuf, Chair (PP)
Patrick Driscoll, Secretary (PD)
Richard Gormley, Member (RG)
Janet Leombruno, Member (JL)

Board Members Absent:

David Brezniak (DB)

DPL Staff Present at various times during the meeting:

Esther Laine, Deputy Commissioner of Boards
Brian Oconnell, Deputy Commissioner of Boards
Peter Kelley, Board Counsel
Robert Williams, Investigations
John Hill, Board Staff

Public attendees:

Gerard Grondin

All Board members, staff and guests appeared by videoconference.

1. Discuss Housekeeping:

The Chair acknowledged that the typical housekeeping of building access is not applicable to this e-meeting.

2. Meeting was called to order @ 10:08 AM. by the Chair. **A MOTION** to open and begin the public meeting was made by JL. Seconded by RD. The Chair called for a roll call vote:

Paul Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

3. The Chair opened discussion regarding the review of the Amended Open Public Meeting Minutes from September 20, 2022. **A MOTION** to accept the minutes as amended was made by JL. Seconded by PD. The Chair called for a roll call vote:

Paul Phaneuf - Aye
Patrick Driscoll - Aye

Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

4. The Chair opened discussion regarding the review of the Open Public Meeting Minutes from October 18, 2022. **A MOTION** to accept the minutes as written was made by JL. Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

5. The Executive Report regarding the administratively approved license registrations; and the administratively approved continuing education course providers was reviewed.

EM Board funeral registrants and establishments

Nancy Morris (51373-EM-6) at Morris Southborough Funeral Home in Southborough-9/14/22
Stephen Morris (51374-EM-6) at Morris Southborough Funeral Home in Southborough-9/14/22
William Saunders (51375-EM-3) at Saunders-Dwyer Home for Funerals in New Bedford-9/14/22
Patrick Saunders (51376-EM-3) at Saunders-Dwyer Home for Funerals in New Bedford-9/14/22
Kevin Grondin (51377-EM-6) at Conway, Cahill-Brodeur Funeral Home in Peabody-10/12/22
Craig Drolette (51378-EM-6) at Ashley Funeral Home in Middleborough-10/20/22
Robert Nicoletti (51379-EM-6) at J.S. Waterman Langone Chapel in Boston-10/20/22
Matthew Park (51381-EM-6) at Beers & Story Funeral Homes in Palmer-10/27/22
Daniel White (51380-EM-3) at Acton Funeral Home in Acton-10/26/22
Megan Mooney (51382-EM-6) at McNamara-Sparrell Funeral Home in Norwell-10/28/22
Acton Funeral Home (1075-FE-FE) in Acton-10/28/22
Jared Freeman (51383-EM-6) at Goldman Funeral Chapel in Malden-11/9/22
Christina Dusablon (51384-EM-6) at Cataudella Funeral Home in Methuen-11/10/22

A MOTION to accept the report of administratively approved license registrations was made by JL. Seconded by RG. The Chair called for a Roll Call Vote:

Paul Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

Continuing Education Courses

The Wilbert Group (WilbertEDU Webinars)

Simple Actions to take control of your website, 11/10/2022	1.00 CE Hour
ABC's of Shipping Human Remains, 12/1/2022	1.00 CE Hour
"Embalming Liability" Traditional Disposition and Non-Traditional Law Suits, 12/15/2022	1.00 CE Hour

Massachusetts Funeral Directors Association (MFDA)

Understanding the Cremation Consumer	3.00 CE Hours
Race and Ethnicity on the Death Certificate, Why it matters and how you can help	1.00 CE Hour
Organ Donation – What Funeral Directors and Families Need to Know	1.00 CE Hour
2022 Professional Embalmer's Session	4.00 CE Hours

All Star Training, Inc.

General Topics for Funeral Directors/Embalmers	8.00 CE Hours
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A **MOTION** to accept the report of administratively approved continuing education courses was made by PD. Seconded by JL. The Chair called for a Roll Call Vote:

- Paul Phaneuf - Aye
- Patrick Driscoll - Aye
- Richard Gormley - Aye
- Janet Leombruno - Aye

The Motion passed.

- 6. The Board Counsel made a report to the Board indicating that the examination review subcommittee was meeting on 11/17/22 and would be discussing recommended changes to examination questions and answers. A **MOTION** to accept the Counsel's report was made by JL. Seconded by RG. The Chair call for a roll call vote:

- Phil Phaneuf - Aye
- Patrick Driscoll - Aye
- Richard Gormley - Aye
- Janet Leombruno - Aye

The Motion passed.

7. The Chair called on the request made for Apprentice Extension by Mr. Gerard Grondin. After discussion, **A MOTION** to approve the request for extension for one more year, to October 20, 2023 was made by PD. Seconded by JL. The Chair called for a roll call vote:

Phil Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

8. The Chair called on the request made for Apprentice Extension by Ms. Tracy Woodfield. After discussion, **A MOTION** to table this matter and invite Ms. Woodfield to the next month's Board meeting was made by PD. Seconded by JL. The Chair called for a roll call vote:

Phil Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

9. The Chair led a discussion on the reviewing of PCS exam procedure, based upon an undated written request by M. Frasca. Ms. Frasca requested to take the funeral director examination prior to completing the apprenticeship. **A MOTION** to deny the change in procedure was made by PD. Seconded by JL. The Chair called for a roll call vote:

Phil Phaneuf - ABSTAINED
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

10. Board Staff introduced the PDF version of the new online fillable Pre-Need report document. **A MOTION** to accept the new fillable PDF was made by PD. Seconded by JL. The Chair called for a roll call vote:

Phil Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed.

11. **A MOTION** in note of the next scheduled meeting to be December 20, 2022 at 10:00am, to exit Open Session, and to enter the Executive Session for the purpose of reviewing reputation or character rather than professional competence pursuant to G. L. c. 30A, §21(a)(1) and not to return

to an open session was made by JL. Seconded by RG. The Chair announced the Open Meeting would not resume and called for a roll call vote:

Phil Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed and the Open meeting concluded at approximately 10:45 AM

Executive Session began at approximately 10:49 AM. This session was conducted pursuant to G. L. c. 30A, § 21(a)(1) to review reputation or character rather than professional competence.

At approximately 11:00 AM, a **MOTION** to exit the Executive Session and enter the Closed Session in order to conduct Investigative Conferences pursuant to G. L. c. 112, § 65C was made by JL. Seconded by RG. The Chair called for a Roll Call Vote.

Phil Phaneuf - Aye
Patrick Driscoll - Abstained
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed

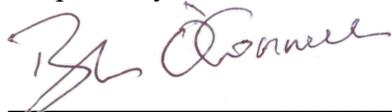
Closed Session: Investigative Conferences, Settlements (Closed per M.G.L. c. 112, §65C)

A **Motion** to exit closed session and to enter open session thereupon to adjourn the meeting was made by JL. Seconded by RG. The Chair called for a Roll Call Vote:

Paul Phaneuf - Aye
Patrick Driscoll - Aye
Richard Gormley - Aye
Janet Leombruno - Aye

The Motion passed and the meeting adjourned approximately 11:31 AM.

The above minutes were taken at the open meeting held on November 15, 2022.
Respectfully submitted,



Brian O'Connell, Deputy Commissioner of Boards

Documents used in public session:

- Agenda for the November 15, 2022 Open Meeting
- Amended minutes of the September 20, 2022 Open Meeting
- Draft minutes of the October 18, 2022 Open Meeting
- Report on Administratively approved license registrations
- Report on Administratively approved continuing education course providers
- Requests for Apprentice Extension
- Pre-Need form