

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes for the Consumer Fact Sheet Subcommittee Meeting**

DATE: April 8, 2022

TIME: 3:30 p.m. – 5:00 p.m.

A regularly scheduled open public meeting of the Subcommittee of the Massachusetts Board of Registration of Embalmers and Funeral Directors (“the Board”) was held via Videoconference and Conference Call.

Staff Members Present:

Thomas F. Burke, Executive Director

Peter Kelley, Board Counsel

Members of the Subcommittee Present:

Patrick Driscoll, Board Secretary

Barbara Kazmierczak, President of the Massachusetts Funeral Directors Association

Janet Leombruno, Public Board Member

Patti Muldoon, Funeral Consumers Alliance of Eastern Massachusetts

Margaret Nolan, Executive Director of the Massachusetts Funeral Directors Association

Call to Order:

Mr. Driscoll called the meeting to order at 3:45 p.m. Evacuation procedures were tabled. Mr. Burke advised members of the public to mute volume and utilize hand function.

Discussion:

- Consumer Fact Sheet – Update

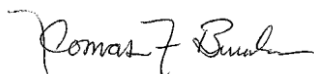
The subcommittee reviewed each section of the “Consumer Fact Sheet for Funeral Planning” and discussed possible changes and edits to clarify and emphasize salient information for consumers.

After discussion, members of the subcommittee agreed to meet again to review additional changes on April 14 at 3:00 pm via Microsoft Teams. By unanimous consent, the subcommittee voted to adjourn the meeting at 5:05 p.m.

List of Documents used at the subcommittee meeting:

1. Agenda
2. Draft of Consumer Fact Sheet

Respectfully submitted,



Thomas F. Burke
Executive Director