

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes**

You may join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/290085277>

You may also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(669\) 224-3318](tel:+16692243318)

Access Code: 290-085-277

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/290085277>

DATE: June 16, 2020

TIME: 10:00 a.m.

Board Members Present:

Paul Phaneuf
Patrick Driscoll
David Brezniak

Staff Members Present:

Michael Hawley, Executive Director
Thomas F. Burke, Assoc. Executive Director
Peter M. Kelley, Board Counsel
Robert Williams, Board Investigator

Board Members Absent:

Janet Leombruno
Richard Gormley

Members of the Public Present:

John McDonough

Call to Order:

Mr. Phaneuf called the meeting to order at 10:06 a.m. Executive Director Hawley encouraged callers to identify themselves before speaking and to avoid the use of speakerphone, which may cause feedback and distort conversation. Evacuation procedures were tabled.

Review of Minutes:

The Board reviewed staff prepared public session minutes of the meeting held on May 19, 2020.

Mr. Brezniak moved to accept staff prepared public session minutes of the meeting held on May 19, 2020. Mr. Driscoll seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Brezniak: “Yes”, Mr. Driscoll: “Yes.”.

Report from Executive Director, Michael Hawley:

Mr. Hawley reported that Board staff continues to work remotely, but processes applications and paperwork in the office on an intermittent basis per the phased reopening. He stated that the following applicants for Type 6 Funeral Director have been administratively approved for registration:

Andrew Dolan (51265-EM-6) at Dolan Funeral Home in Chelmsford
Sierra Aguiar (51263-EM-6) at Manuel Rogers in Fall River
Cory Kideckel (51261-EM-6) at Stanetsky Memorial Chapel in Brookline
Michael McGaffigan (51262-EM-6) at McGaffigan Funeral Home in Pepperell
Lauren Young (51264-EM-6) at Conley Funeral Home in Brockton

The following continuing education courses have been administratively approved:

Funeral Service Academy – Children and Grief
NFDA - Associations – A Plan for Recovery Part 1
NFDA - Associations – A Plan for Recovery Part 2
NFDA - Breakout by Office
NFDA - Finding Success in an Age of Uncertainty
NFDA - Why I Walked 444 Miles to Make a Memory

The Board chair thanked Mr. Hawley for the report on license registration and continuing education courses. The chair reminded staff and the public that one hour of OSHA certification on the risk and prevention of bloodborne pathogens is required for all funeral registrants per renewal period. Mr. Hawley noted that the PSI testing center has given permission for test registration to applicants but continues to operate at half capacity. He reported that he participated in a conference call with PSI and that most testing centers are now open in Massachusetts, however facilities are operating according to restrictions imposed by the emergency order and at half capacity. Finally, Mr. Hawley stated that paper renewals will be accepted this year in light of COVID-19 but registrants are strongly encouraged to complete renewal online beginning 90 days prior to renewal deadline.

Report from Board Counsel, Peter Kelley:

No Report

Compliance Monitoring:

After brief discussion, Mr. Driscoll moved to accept the June 12, 2020 monitoring report for Graham, Putnam & Mahoney Funeral Parlors and Peter Stefan. Mr. Brezniak seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Brezniak: “Yes”, Mr. Driscoll: “Yes”.

Discussion:

The Board chair noted that funeral establishments are now permitted to hold wake services and other public gatherings at a maximum of forty percent capacity per Governor Baker's phased two reopening. Mr. Williams then reported that he received Personal Protective Equipment ("PPE") and resumed regular inspection of funeral establishments. He will report his findings to the Board at subsequent meetings.

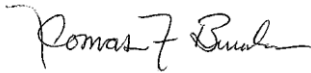
Adjournment

At 10:54 a.m., Mr. Driscoll moved to adjourn the meeting. Mr. Brezniak seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: "Yes", Mr. Brezniak: "Yes", Mr. Driscoll: "Yes".

List of Documents used at the meeting:

1. Agenda
2. Minutes from May 19, 2020 meeting.
3. Compliance Monitoring Report

Respectfully submitted,



Thomas F. Burke
Associate Executive Director