

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION IN EMBALMING AND FUNERAL DIRECTING
AMENDED MINUTES OF THE SEPTEMBER 20, 2022 OPEN PUBLIC MEETING

Board Members Present:

Paul Phaneuf, Chair
Patrick Driscoll, Secretary
Richard Gormley, Member
David Brezniak, Member
Janet Leombruno, Member

DPL Staff Present at various times during the meeting:

Esther Laine, Deputy Commissioner of Boards
Thomas Burke, Executive Director
Peter Kelley, Board Counsel
Robert Williams, Investigations
Andrew Lutynski, Investigations
John Hill, Board Staff

Public attendees:

Sandy Ward, FCAWM
Lauren Campbell

All Board members, staff and guests appeared by videoconference.

1. Discuss Housekeeping:

Executive Director advised visitors to mute microphones if not speaking and to raise a hand in Teams Chat for acknowledgement; introduced Staff and acknowledged this to be his last meeting. The Chair acknowledged that the typical housekeeping is not applicable to e-meetings.

2. Meeting was called to order @ 10:07 AM. by the Chair. **A MOTION** to open and begin the public 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
David Brezniak - Aye
Janet Leombruno - Aye

The Motion passed.

3. The Chair opened discussion regarding the review of the Open Public Meeting Minutes from July 19, 2022. **A MOTION** to accept the minutes as written was made by JL. Seconded by PD. The Chair called for a roll call vote:

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

The Motion passed.

4. The Executive Director administered his report regarding his departure from the Board; the reports on the administratively approved license registrations; and the administratively approved continuing education course providers.

EM Board funeral registrants and establishments

Paul Buonfiglio (51369-EM-6) at Paul Buonfiglio Funeral Home in Revere on August 5, 2022
Tyler Cole (51367-EM-6) at Paul C Rogers & Sons Funeral Home in Amesbury on August 5, 2022
Deanna O'Donnell (51368-EM-6) at Cuffe-McGinn Funeral Home in Lynn on August 8, 2022
Peter Bruno (51370-EM-6) at JS Waterman Langone Chapel in Boston on August 10, 2022
Melissa McQuaid (51371-EM-6) at Badger Funeral Home in Littleton on August 15, 2022
Malek Slama (51372-EM-6) at Auclair Funeral Home in Fall River on September 8, 2022
O'Brien & Reen Funeral Home, Inc. (1074-FE-FE) **conditionally licensed** in South Boston on September 9, 2022

Continuing Education Courses

National Funeral Directors Association

- The Transformative Power of Hospitality – NFDA Convention Workshop on October 10, 2022
2.00 Hours

Wilbert Funeral Home

- The Wolf's Curse: Greif in Children's Literature – Webinar on September 1, 2022
1.00 Hours

A MOTION to accept the ED's reports with sincere gratitude for the last 5 years of dedicated service to the Board was made by JL. Seconded by DB. The Chair called for a roll call vote:

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

The Motion passed.

5. The Board Counsel made a report to the Board and led a discussion regarding the formation of a subcommittee in relation to the review of scoring from the vendor administered exams to include the members - PD, DB, PK, EL, & TB. **A MOTION** to form the subcommittee as so mentioned for the purpose of reviewing the score analysis, communicating with the vendor, and making further recommendations to the full board related to the examination was made by JL. Seconded by PD. The Chair call for a roll call vote:

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

The Motion passed.

A MOTION to accept the Board Counsel report was made by JL. Seconded by PD. The Chair called for a roll call vote:

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

The Motion passed.

6. The Chair called on the request made for Apprentice Extension by Ms. Lauren Campbell. After discussion, **A MOTION** to extend Ms. Campbell's apprenticeship to a final date of October 20, 2023, was made by JL. Seconded by RG. The Chair called for a roll call vote:

Phil Phaneuf - Aye
Patrick Driscoll - Aye

Richard Gormley - Aye
David Brezniak - Aye
Janet Leombruno - Aye

The Motion passed.

7. The Executive Director introduced the topic of the 'Pre-Need' reports and allowed investigator Robert Williams to elaborate. After discussion, the Board requested an exploratory filing system to a pre-need specific email address, new online form, and submittal process for tracking the dates of submittal. JH to create the document and inquire of the IT department on the creation of the email address for embedding into the form for direct submission from the EM website. A **MOTION** to table the remaining unanswered inquiries of establishments to today's closed session was made by JL. Seconded by PD. The Chair called for a roll call vote:

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

The Motion passed.

8. A **MOTION** to exit Open Session, enter Closed Session for the purpose of conducting adjudicatory conferences pursuant to G. L. c. 112, §65C and not to return was made by JL. Seconded by PD. 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
David Brezniak - Aye
Janet Leombruno - Aye

The Motion passed and the Public meeting closed at 10:57 AM

Investigative Conference (Closed per M.G.L. c. 112, §65C)

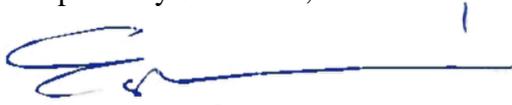
Report of actions taken in Investigative Conference:

- 2022-000422-IT-ENF Dismissal with Advisory letter
- 2022-000424-IT-ENF Dismissal with Advisory letter
- 2022-000513-IT-ENF Dismissal with Advisory letter
- 2022-000514-IT-ENF Dismissal with Advisory letter
- 2020-001629-IT-ENF Dismissed

- Open complaints on various licensed establishments failing to submit 2021 preneed reports

JN moved to exit closed session and to enter open session, thereupon to adjourn at 11:27 a.m. PD seconded. All in favor.

The above minutes were taken at the open meeting held on September 20, 2022.
Respectfully submitted,



Esther Laine, Deputy Commissioner of Boards

Documents used in public session:

- Agenda for the September 20, 2022 Open Meeting
- Draft minutes of the July 19, 2022 Open Meeting
- Report on Administratively approved license registrations
- Report on Administratively approved continuing education course providers
- Request for Apprentice Extension