

Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
DATE: August 17, 2021
TIME: 10:00 a.m.

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

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Board Members Present:

Paul Phaneuf
Patrick Driscoll
David Brezniak
Richard Gormley
Janet Leombruno

Staff Members Present:

Thomas F. Burke, Executive Director
Peter M. Kelley, Board Counsel

Members of the Public Present:

Margaret Nolan
Barbara Kazmierczak
Patti Muldoon
Sandy Ward
Frank Singelton

Call to Order:

Mr. Phaneuf called the meeting to order at 10:10 a.m. Evacuation procedures were tabled.

Review of Minutes:

The Board reviewed staff prepared public session minutes of the meeting held on August 10, 2021.

Ms. Leombruno moved to accept staff prepared public session minutes of the meeting held on August 10, 2021. Mr. Gormley seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes.”, Mr. Driscoll: “Not present”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Yes.”, Ms. Leombruno: “Yes”.

Report from Executive Director, Thomas Burke:

Mr. Burke notified the Board that the passage of Article 87 legislation became effective on July 19, 2021. As a result, the several licensing Boards will transfer resources and staff to the Department of Public Health over the next eighteen months. In addition, the agency name has changed to the Division of Occupational Licensure (“DOL”). Mr. Burke reported that staff has sent letters to funeral directors to request missing preneed reports. He will

provide an update to the Board at a subsequent meeting. Mr. Burke reported that the following applicants and continuing education course offerings have been administratively approved:

EM Board Licensed Registrants

Jennifer Hardy (Type 3 pending transmission) at Blake Funeral Home in Chelmsford and Dracut Funeral Home in Dracut on August 13, 2021.

Ashley Letourneau (51317-EM-6) at Nickerson-Bourne Funeral Home in Bourne on August 3, 2021

Continuing Education Courses

International Order of the Golden Rule

Leadership Summit – September 19-21, 2021, The Carmichael Hotel, 1 Carmichael Square, Carmel, IN 46032

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| • Moving from Panic to Purpose | 1.50 CE Hours |
| • Communication Across Generations | 1.00 CE Hours |
| • The Changing Consumer: Marketing Trends, Opportunities and Threats | 1.00 CE Hours |
| • Leadership Summit Round-Up | 1.00 CE Hours |
| • The Innovation Challenge: Shaping the future
for Independent Funeral Homes | 2.00 CE Hours |
| • From Ideation to Innovation | 1.00 CE Hours |

National Funeral Directors Association (NFDA)

NFDA Business Education Seminar - Ryder Cup Event, September 21, 2021 5.00 CE Hours
Location: Brookfield, Wisconsin

Ms. Leombruno moved to accept the Executive Director's Report and Mr. Brezniak seconded. Motion passed by a roll call vote: Mr. Phaneuf: "Yes", Mr. Driscoll: "Not Present.", Mr. Brezniak: "Yes.", Mr. Gormley: "Yes.", Ms. Leombruno: "Yes".

Report from Board Counsel, Peter Kelley:

No report.

Discussion:

- Policy Update – Requirements for Funeral Home Assistant Training

Mr. Gormley moves to table until all members present to discuss. Ms. Leombruno seconded. Motion passed by a roll call vote: Mr. Phaneuf: "No.", Mr. Driscoll: "Not present", Mr. Brezniak: "Yes.", Mr. Gormley: "Yes.", Ms. Leombruno: "Yes".

- Funeral Consumer Alliance

Sandy Ward of the Funeral Consumers Alliance of Western Massachusetts and Patti Muldoon of Funeral Consumers Alliance of Eastern Massachusetts met with the Board to discuss how to make consumer information more accessible to the public via the Board's website. Specifically, they requested updates to the Consumer Fact Sheet and an evaluation and prioritization of updated consumer information on the Board website. They requested that the Board consider a centralized listing of legal decisions related to complaints and disciplinary actions as well as consumer resources for families, such as the Department of Transitional Assistance ("DTA"). Janet Leombruno, the Board's consumer representative, offered to assist and the Board instructed staff to include as a recurring topic at subsequent meetings.

Mr. Driscoll arrived at 10:42 a.m.

Closed Session: Investigatory Conferences, pursuant to G.L. c. 112, §65C.

At 11:00 a.m., Ms. Leombruno moved to exit open session and into closed session to conduct investigatory conferences, pursuant to G.L. c. 112, §65C. Mr. Driscoll seconded the motion. **Motion passed by a roll call vote: Mr. Phaneuf: "Yes", Mr. Driscoll: "Yes.", Mr. Brezniak: "Yes.", Mr. Gormley: "Yes.", Ms. Leombruno: "Yes".**

During the closed session, the Board took the following actions:

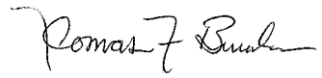
- 2020-000601-IT-ENF – Dismissed with Advisory.
- 2021-000313-IT-ENF – Referred to Prosecutions.
- 2021-000465-IT-ENF – Dismissed. (Paul Phaneuf recused himself from deliberations and left the meeting.)

At 12:45 p.m., Ms. Leombruno moved to exit closed session and thereafter to adjourn the meeting. Mr. Driscoll seconded the motion. **Motion passed by a roll call vote: Mr. Phaneuf: "Not Present.", Mr. Driscoll: "Yes.", Mr. Brezniak: "Yes.", Mr. Gormley: "Yes", Ms. Leombruno: "Yes".**

List of Documents used at the meeting:

1. Agenda
2. Public Session Minutes from August 10, 2021 meeting.
3. ED Report of administratively approved registrants and CE provider courses.
4. Draft Policy for Funeral Home Assistant Training.
5. Funeral Consumers Alliance correspondences.

Respectfully submitted,



Thomas F. Burke
Executive Director