

**Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
Meeting of 12/18/18**

Held at
Springfield Technical College Scibelli Hall, 7th floor
Top of Our City Conference Center, Rooms 703-704

Board Members Present:

Patrick Driscoll
Paul Phaneuf
David Bresniak
Janet Leombruno

Staff Members Present:

Michael Hawley, Executive Director
Bruce Hopper, Chief Board Counsel
Robert Williams, Investigator

Board Members Absent:

Richard Gormley

Members of the Public Present:

Pamela Burr
Zachary Zimmerman
Robert McNamara
Francis Conway
Kevin Conway
M. Richard Laurin, Jr.

James McKenna
James B. Farrell
Barry Farrell
Kevin Cavanaugh
Rachel Spencer

Call to Order

Mr. Phaneuf called the meeting to order at 10:05 a.m. Board staff reviewed building evacuation procedures and noted the location of restrooms.

Review of Minutes

The Board reviewed staff prepared executive session minutes of the meeting held on October 16, 2018

Mr. Phaneuf moved to accept staff prepared executive session minutes of the meeting held on October 16, 2018. Ms. Leombruno seconded the motion. Motion passed by a majority vote with Mr. Brezniak abstaining.

The Board reviewed staff prepared public session minutes of the meeting held on November 20, 2018

Mr. Phaneuf moved to accept staff prepared public session minutes of the meeting held on November 20, 2018. Ms. Leombruno seconded the motion. Motion passed by a majority vote with Mr. Brezniak abstaining.

Report from Executive Director Michael Hawley

Mr. Hawley presented a list of type three licensees whose licenses have expired as of 10/31/2018. Several licensees are deceased and others no longer own shares of funeral establishments and thus have or are in the process of reclassifying to type six licensure. Mr. Williams will review and contact the individuals on the list to be certain that they are not practicing without licenses.

Report from Chief Legal Counsel, Bruce Hopper

CORI policy: Mr. Hopper presented the agency policy on the impact of past criminal convictions on the issuance of licenses. In discussion, the board agreed that the policy is consistent with the way the Board currently handles applicants with criminal history.

Ms. Leombruno moved to approve the agency CORI policy. Mr. Driscoll seconded. The motion passed unanimously.

Mr. Hopper also thanked the board and members of the public for travelling to Springfield for the meeting and talked about the value of holding meetings in locations that might be more convenient for individuals who live far from the usual meeting location in Boston.

Application Review:

Type 6 – Review and vote on applications

- Kevin Cavanaugh
- Zachary Zimmerman
- Rachel Spencer

Mr. Driscoll moved to approve the above candidates for licensure. Ms. Leombruno seconded. The motion passed unanimously.

The above candidates were sworn in.

Type 6 (Transition) – Review and vote on application

- Robert McNamara (Transition to Type 6)

Mr. Driscoll moved to approve the above candidate for licensure. Ms. Leombruno seconded. The motion passed unanimously.

Type 3 – Review and vote on application

- James Farrell

Mr. Brezniak moved to approve the above candidate for licensure. Mr. Driscoll seconded. The motion passed unanimously.

Funeral Establishments – Review and vote on applications:

- Conway Cahill-Brodeur Funeral Home

The Board reviewed the Conway Cahill-Brodeur Funeral Home application with Funeral Directors, Francis and Kevin Conway. The application was in order and the establishment had been duly inspected.

Mr. Brezniak moved to approve the establishment for licensure. Ms. Leombruno seconded. The motion passed unanimously.

- J. A. Healy Sons Funeral Home

The Board reviewed the J.A. Healy Sons Funeral Home application with Funeral Director, M. Richard Laurin Jr. The application was in order and the establishment had been duly inspected.

Ms. Leombruno moved to approve the establishment for licensure. Mr. Driscoll seconded. The motion passed unanimously.

Continuing Education Provider Applications:

CANA

- CANA'S 2019 Cremation Symposium
- The Art of Selling Cremation 2: A Preneed Summit

International Order of the Golden Rule

- 2019 Young Professional Event – Change Starts Here

NFDA

- Coffee Hour with the Cremation Experts
- NFDA Cremation Certification Program

Kates-Boylston Publications

- Cremation Innovations Summit

International Cemetery, Cremation & Funeral Association

- 2019 Wide World of Sales Conference

The Conference

- 115th Annual Meeting in San Diego, CA

Ms. Leombruno moved to approve and accept all of the above continuing education courses. The motion was seconded by Mr. Driscoll. The motion passed unanimously.

Closed session, Investigative Conferences [Closed pursuant to M.G.L. c. 112, § 65C]

At 11:22 a.m., Ms. Leombruno moved to suspend the open meeting and enter into closed session to conduct investigative conferences to discuss disciplinary cases pursuant to M.G.L. c. 112, § 65C. The motion was seconded by Mr. Driscoll. **The motion passed unanimously.**

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

- EM-2018-001133-IT-ENF – Closed, no further action

Adjournment

At 12:40 p.m. Mr. Driscoll moved to adjourn the meeting. Ms. Leombruno seconded the motion. Motion passed unanimously.

List of Documents used at the meeting:

1. Agenda
2. Minutes from previous meeting(s) where applicable
3. Applications for personal registration
4. Establishment Licensure Applications
5. Continuing education provider applications

Respectfully submitted,



Michael Hawley
Executive Director