

COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION IN EMBALMING AND FUNERAL DIRECTING
MINUTES OF THE FEBRUARY 21, 2023 OPEN PUBLIC MEETING

Board Members Present:

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

Absent:

Janet Leombruno, Member

DOL Staff Present at various times during the meeting:

Colleen Maloney, Associate Deputy Commissioner of Policy and Boards
Kathleen McNally, Executive Director
Jenna Hentoff, Board Counsel
John Hill, Board Staff

Public attendees:

Patti Muldoon, FCAEM
Rafael Feliciano
Rafael Feliciano, Jr.
Mark Cohen

All Board members, staff and guests attended in person.

A MOTION was made at approximately 10:05AM to call the meeting to order by PD.
Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

1. The Chair introduced the Board Members and Staff to all in attendance.
2. KM advised the Board and attendees of the recording of the public meeting.

3. JH advised the attendees as to the location of Rest Rooms and Exits.
4. The Chair led the discussion of the Open Public Meeting Minutes from January 17, 2023. A **MOTION** to accept the minutes as submitted was made by PD. Seconded by DB. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

5. Ms. Colleen Maloney, the new Associate Deputy Commissioner of Policy and Boards, and Ms. Kathleen McNally, the new Executive Director, introduced themselves. Both were warmly welcomed by the Board.
6. The Executive Report was given by JH regarding the administratively approved registrations and establishments, and continuing education:

EM Board Licensed Registrants and Establishments

Christopher A. Long, Schlossberg Memorial Chapel, Canton, 982-EM-FA, 11/21/2022
David C. Davis, Dolan Funeral Home, North Chelmsford, 6504-EM-A, 12/14/2022
Nicole A. Plaisted, Nickerson Funeral Home, Orleans, 993-EM-FA, 1/24/2023
Jamie L. Messier, Hathaway Funeral Services, Fall River, 994-EM-FA, 1/24/2023
Christopher Koza, Dolan Funeral Home, Chelmsford, 6510-EM-A, 2/8/2023
Angela G. Ithier, Fiske Funeral Home, Gardner, MA, 6511-EM-A, 2/10/2023
Michael F. Germain, Graham Putnam Mahoney FP, 995-EM-FA, 2/17/2023

After discussion, a **MOTION** to accept the Executive Report on admiratively approved registrants and establishments as presented was made by PD. Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

Continuing Education Courses

ICCFA

2023 ICCFA DEADTalks Sales Conference 11.00 Hours

Selected Educational Trust

Making Best Impressions 8.00 Hours
Mastering the Inquiry Phone Call 8.00 Hours
Life Hacks for Everyday Life 8.00 Hours
Gaining Respect and Building Trust 8.00 Hours

Insight Institute

Certified Funeral Celebrants 17.00 Hours

International Order of the Golden Rule

2023 OGR/CFSA Women's Forum 2.00 Hours
2023 OGR Annual Conference 6.00 Hours

Selected Independent Funeral Homes

2023 NextGen Seminar 8.50 Hours

After a brief discussion led by DB regarding celebrants, a **MOTION** to accept the Executive Report on the administratively approved continuing education as presented was made by PD. Seconded by DB. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

7. KM advised the Board as to the changes being made to the application and renewal processes for licensure. The Board's applications are moving to online only versions as this Board is the last to have paper applications in use. The Board was notified of the goal to have this change completed by October 2023 as well as the process of notifying licensees. CM advised to a roll-out plan, which includes notifying licensees by mail and other means, to ensure plenty of notice. The Board will continue to receive advisories regarding the progression of the process. KM advised further to gathering email addresses

for dissemination of notice, potential grace periods and an FAQ page for assistance. No Board action was taken at this time.

8. Review of licensure application for Rafael Feliciano. Mr. Feliciano appeared to discuss his application for licensure as a Type 6 Funeral Director with the Board. Mr. Feliciano is seeking approval to take the licensing examination without a school certification form due to the school's closure and without a signed certification from a Type 3 licensee of a completed apprenticeship due to the closure of the funeral home where Mr. Feliciano served his apprenticeship as well as the inability to obtain the funeral director's signature. Mr. Feliciano's son spoke on his behalf regarding his history in the Embalming and Funeral Directing profession as well as past attempts to take and pass the national exam. The Board reviewed his education and work history. Mr. Feliciano stated that he was present for more than 50 embalmings as required and further stated that he was currently working as a dressman.

After discussion, a **MOTION** to waive the requirement of the school certification was made by PD. Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

A **MOTION** to waive the requirement of the signed certification by a Type 3 licensee of the completed apprenticeship and to allow for Mr. Feliciano to take the exam for a Type 6 Funeral Director was made by DB. Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

9. Review of apprentice license extension request for Mark Cohen. Mr. Cohen appeared to discuss his request for an extension of his apprentice license. J.H. advised the Board that Mr. Cohen's license was erroneously renewed prior to Board approval of the extension request which is required as he has held his apprentice license for more than six (6) years. Mr. Cohen confirmed that this was his first extension request and further stated that licensure as a funeral home assistant would affect his job by preventing him from embalming.

After brief discussion, a **MOTION** to accept and approve the extension retroactive to October 2022 was made by DB. Seconded by RG. The Chair called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed.

10. The Chair asked for an update on the submission of pre-need reports to the Board. JH notified the Board that they had received 520 emailed submittals. Those who submitted paper submittals will be notified to submit the report via the online system.

11. A **MOTION** to adjourn the meeting was made by PD. Seconded by DB. The Chair announced the next scheduled meeting for March 21, 2023 should be in-person, all present agreed, and called for a roll call vote:

Paul Phaneuf - Yes
Patrick Driscoll - Yes
Richard Gormley - Yes
David Brezniak - Yes
Janet Leombruno - absent

The Motion passed and the Public meeting closed at approximately 11:17 AM.

The above minutes were taken at the open meeting held on February 21, 2023.

Respectfully submitted,


Kathleen McNally, Executive Director

Documents used in public session:

- Agenda for the February 21, 2023 Open Meeting
- Draft minutes of the January 17, 2023 Open Meeting
- List of approved license registrants and continuing education courses
- Application documents for Mr. Rafael Feliciano
- Apprentice license extension request from Mr. Mark Cohen