

## **APPROVED MINUTES**

October 1, 2013

Vermont Board of Funeral Service

89 Main St., 3<sup>rd</sup> Floor

Montpelier, VT 05620-3402

8:30 AM – Curriculum Committee

9:00AM – Board Meeting

Board Members present: Larry Gile, Robert Covey, Mary Alice Bisbee, and Peter Beck.

Staff Attending: Colin Benjamin, Board Counsel; Terry Gray, Licensing Administrator; Dan Vincent, Inspector; and Danielle Rubalcaba, Licensing Board Specialist

Visitors: Lisa Carlson & Greg Camp

1. **Call to Order:** Meeting called to order at 9:00 am by Robert Covey
2. **Approval of Minutes:** A Motion to approve the Minutes of the September 10, 2013 meeting made by Larry Gile and Seconded by Peter Beck. Motioned passed unanimously.
3. **Education Committee Report:** Four (4) courses were reviewed and three (3) were approved. One (1) was denied.
4. **Case Manager's Report:** Carla Preston reported on the current case load for the Funeral Board. Currently the board has seven (7) cases pending. Two (2) are under investigation. Four (4) are pending charges and one (1) in intake.
5. **Concluded Reports:** None
6. **Applications:** Peter Beck made a motion to approve Andrew Nolette for a Funeral Directors license based upon his application. Motion seconded by Mary Alice Bisbee. Motion passed unanimously.
7. **Hearings-** Ryan Bennett was preliminarily denied a license on September 10, 2013 as a Funeral director. Board of Funeral received his appeal in a timely manner. Colin Benjamin, Hearing Officer; Larry Gile, Robert Covey, Mary Alice Bisbee, and Peter Beck were present. Ryan Bennett withdrew his application.
8. **Inspection Report** –Daniel Vincent, Inspector  
-None
9. **Old Business:**  
-Board discussed public comments and proposed OPR bill.
10. **New Business:**
  - Mary Alice Bisbee made a motion to approve Robert Gleason for a license pending the current CE course he provided from Northern EMS. Robert Covey seconded this motion. Motion passed unanimously.
  - Peter Beck made a motion to approve EMS/EMT certifications as continuing education for Removal Personnel. Mary Alice Bisbee seconded this motion. Motion passed unanimously.
11. **Meeting Adjourned:** Meeting adjourned at 12:30pm
12. Next Scheduled Meetings:

Nov 12<sup>th</sup>, 2013- Board Meeting

Dec 10th, 2013- Board Meeting

Respectfully Submitted,

Danielle Rubalcaba

Licensing Board Specialist