

UNAPPROVED MINUTES

June 11, 2013

Vermont Board of Funeral Service
National Life Building North Fl 2,
Montpelier, VT 05620-3402

8:30 AM – Curriculum Committee

9:00AM – Board Meeting

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

Staff Attending: Colin Benjamin, Board Counsel; Daniel Vincent, OPR Inspector, Terry Gray, Licensing Administrator; Danielle Rubalcaba, Licensing Board Specialist, Peter Comart, Licensing Administrator; Carla Preston, Case Manager.

Visitors: Greg Camp, VFDA; Lisa Carlson

1. **Call to Order:** Meeting called to order at 9:00 am by Chairman Mann
2. **Approval of Minutes:** A Motion to approve the Minutes of the March 12, 2013 meeting made by Peter Beck and Seconded by Robert Covey. Amendments to change this statement are as follows: Robert Covey abstained. Motion Carried.
3. **Education Committee Report:** 4 Continuing Education courses were approved by the Committee and 9 were denied. One approved courses had decreased hours.
4. **Case Manager's Report:** Carla Preston reported on the current case load for the Funeral Board. Currently the board has eight (8) cases pending. Two (2) cases are new intakes. Two (2) are under investigation. Four (4) are pending charges.
5. T. Gray asked the board if OPR staff could review and approve Removal Personnel applications. After a brief discussion, Motion made by Peter Beck, seconded by Lyndon Mann to grant OPR staff to review and approve Removal personnel application for licensure. Motion carried, with an abstention from Mary Alice Bisbee and abstention from Robert Covey.
6. **Applications:** The Board approved the application for the following:

Beth Perkins, Director/Embalmer- A motion to approve for licensure was made by Peter Beck, motion seconded by Mary Alice Bisbee. Motion passed unanimously.

Jason Pierce, Removal Personnel- A motion to approve for licensure was made by Peter Beck, motion seconded by Chairman Mann. Motion passed unanimously.

Cremation Society of Vermont, Funeral Establishment Registration- A motion to approve for licensure was made by Peter Beck. Motion seconded by Larry Gile. Mary Alice Bisbee opposed. Motion passed.

Direct Cremation Services, Funeral Establishment Registration- A motion to approve for licensure was made by Peter Beck. Motion seconded by Larry Gile. Mary Alice Bisbee opposed. Motion passed.

Cremation Services of Chittenden County, Funeral Establishment Registration- A motion to approve for licensure was made by Peter Beck. Motion seconded by Robert Covey. Motion passed.

Michael Leclair, John Nebelski, David Wheelock, and Donald Long, Removal Personnel Registration- A motion to table the above applications was made pending further review of approved CE courses for Blood Borne Pathogens by Robert Covey. Motion was seconded by Chairman Mann. Motion Passed.

7. **Hearings-** None

8. **Inspection Report** – Daniel Vincent, Inspector

- 7 Inspections
- Reviewed three (3) inspections
- Facilities with multiple discrepancies will be re-visited by the inspector at a later date to ensure they have met the requirements.

9. **Old Business:**

10. **New Business:**

Review the National Exam at the next board meeting. Lisa Carlson will provide a draft.

Set a public hearing for rule comments.

Peter Beck made a motion to grant the Administrative level at OPR to license Removal Personnel based on meeting all requirements. Seconded by Chairman Mann, Mary Alice Bisbee abstained, Robert Covey Opposed. Motion Passed.

Will consider approving the American Heart Association as a blood borne pathogen continuing education provider.

Further discussion on the Pre-Need vs. the At Need contracts recommended at a future meeting.

Peter Comart discussed the VPCAP (VT Professional Colleague Assistance Program) proposal to the board and they would like further input.

Chris Winters brought forth the discussion with Guarantee VS. Non Guarantee and raised the question should this be put in statute. Overall discussion concluded that guaranteed was willing to risk inflation the board agreed that this is for the businesses to decide and not for us to regulate.

11. **Adjournment:** There being no further business Chairman Mann adjourned at 12:40pm.

Future Meetings:

July 16, 2013- Board Meeting

Respectfully Submitted,

Danielle Rubalcaba
Licensing Board Specialist