

UNAPPROVED AMENDED MINUTES

January 10th, 2017

Vermont Board of Funeral Service

89 Main St., 3rd Floor

Montpelier, VT 05620-3402

8:30 AM – Curriculum Committee

9:00AM – Board Meeting

Board Members present: Larry Gile, Michael Donahue, Alexandra Thayer and Daniel Coane

Board Members not present: Jim Minor

Staff present: Colin Benjamin, OPR Director; Gabe Gilman, General Counsel; Danielle Rubalcaba, Ashley Cota, Licensing Board Specialist; Carla Preston, Beth Jarvis, Case Manager

Visitors: Greg Gamp, Paul Gillis, Paul Gendron by phone

1. **Call to Order:** Meeting called to order at 9:00 am by Chairman Larry Gile.
2. **Approval of Minutes:** Motion to approve the September 13th, 2016 minutes made by Alexandra Thayer, seconded by Daniel Coane. Motion Carried.
3. **Education Committee Report:** Education committee courses reviewed. Approved and denied courses shall be added to the lists published to the Board's website at <https://www.sec.state.vt.us/professional-regulation/professions/funeral-service/continuing-education.aspx>. Courses listed on the denied list did not meet the requirements set forth in Rule 4.3 and were considered marketing tool vs. educational. A motion was made by Michael Donahue to approve the 37 courses and deny 25 that did not meet the rule requirement. Motion seconded by Alexandra Thayer. Motion Carried.
4. **Closing Reports** – None
5. **Case Managers Report** – Seven (7) pending Charges, Two (2) holding, and Five (5) under investigation.

Ms. Preston and Mrs. Jarvis discussed with the Board the changes to the investigative team procedures.
6. **Hearing** - Docket # M2011-139 Daniel Coane made a motion to deny the requested motion to alter for Paul Gendron. Motion seconded by Alexandra Thayer. Larry Gile recused. Motion carried.
7. **Rules Review and Discussion**
8. **Application** – Daniel Coane made a motion to approve Caledonia Life Services Application (both locations) for change in ownership. Motion seconded by Michael Donahue. Motion Carried.
9. Director Benjamin Discussed the board budget.
10. **Meeting Adjourned:** Meeting adjourned at 1:10 pm.

Respectfully Submitted,

Ashley Cota

Upcoming Meetings:

March 14th 2017

May 9th 2017

July 11th 2017

September 12th 2017

November 14th 2017