



## **Board of Funeral Service**

### **Office of Professional Regulation, Vermont Secretary of State**

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#### **MINUTES**

March 13<sup>th</sup> 2018

Board Members present: James Minor, Alexandra Thayer and Daniel Coane

Board Members not present: Michael Donahue and Larry Gile

Staff present: Colin Benjamin, Director; Gabe Gilman, General Counsel; Lauren Hibbert, General Counsel; Ashley Cota, Licensing Administrator I

Visitors: Greg Camp, Chris Palermo, Sherry Scott and Lucien Hayes

#### **1. Call to Order**

- a. Meeting called to order at 10:00 am by James Minor.

#### **2. Approval of Minutes; Additions and Deletions to the Agenda**

- a. James Minor made a motion to approve the January 9<sup>th</sup>, 2017 minutes, seconded by Daniel Coane. Motion Carried.
- b. Sherry Scott, an applicant and member of the public, asked that the agenda be amended to permit consideration of her request to be excused from examination based upon demonstrated experience in a state with substantially equivalent licensure requirements. James Minor made a motion to amend the agenda for the March 13<sup>th</sup> board meeting. Motion seconded by Danny Coane. Motion Carried.

#### **3. Education Course Review**

- a. Education committee course review was tabled for the next scheduled board meeting.

#### **4. Topics for Discussion**

- a. General Counsel Gabriel Gilman Discussed the OPR bill updates, the universal 5-year rule and CE Coordination with the board.
- b. General Counsel Gabriel Gilman Discussed the Rules and Regulations. James Minor made a motion, Seconded by Daniel Coane, to allow Gabriel Gilman to make a preliminary filing with ICAR (Interagency Committee on Administrative Rules)
- c. Director Colin Benjamin discussed with the board the Secretary of State's recommendation to convert the board to an advisor model. Daniel Coane made a motion to support the conversion

of the board to an advisory profession and legislation that would accomplish that goal. Alex Thayer seconded the motion. The motion carried 2-1.

**5. Applications**

- a. Alexandra Thayer made a motion to table the Funeral establishment applications for Ker Phaneuf Funeral Homes and Crematorium and the Crematory Establishment application for Cremation Society of New Hampshire, until various inspection issues are Resolved. Motion seconded by Daniel Coane. Motion Carried.

**6. Other Business**

- a. James Minor made a motion to waive the National Funeral director's exam and education requirements for Sherry Scott and to authorize Mrs. Scott to enter an answer as to her exam status necessary to proceed through the online application. Motion seconded by Daniel Coane. Motion carried.

**7. Adjournment**

- a. James Minor made a motion to adjourn the meeting at 2:40 pm. Motion seconded by Daniel Coane. Motion carried.

Respectfully Submitted,

*Ashley Cota*

Upcoming Meetings for 2018:  
March 21<sup>st</sup> 2018