

Vermont Board of Funeral Services  
National Life Bldg. North Fl. 2  
Montpelier, Vermont

Minutes  
June 3, 2008

Members Present:

Paul Guare

Peter Beck

John Coffin

Lyndon Mann

Absent was member(s): Steven Russell.

Staff present, as the meeting progressed, were as follows:

Rita Knapp, Administrator, Office of Professional Regulations  
Kevin Leahy, Legal Counsel  
Judith Griffin, Administrative Assistant.

Also present:

David Grundy, Funeral Consumers Alliance of Vermont  
Lucien Hayes, President, VFDA  
Gregory Camp, Exec. Dir., VFDA  
Chris Book, Past Pres. VFDA.

The meeting was called to order at 9:10 AM.

1. Status of Cases Judith Griffin reported to the Board that there were three pending investigations and two pending closing reports.

2. Concluded Reports: Case File #FS-2-0907 Paul Guare was the Investigative Team Member and he declined to sign-off on the recommendations saying that no information concerning the conclusion of the investigation had been given to him and he was thus unable to make an informed decision. The Closing Report is to be returned to the I-Team.

3. Applications for Funeral Director License:

The applications and test results of Thomas Hartyan and Michele Ambrosino were examined by the Board. Peter Beck motioned and John Coffin seconded their approval.

DISCUSSION: It was noted that one applicant had taken the test twice and questions were directed to the Administrative Assistant concerning the timing of these two tests. Judith explained that although the questions on both examinations are similar they are not in the same order. She also stated that she was not present the day the applicant was tested. The Board feels that the idea of re-testing is directed to give the applicant time to further study the laws and regulations and that a better procedure would be to allow at least a month between retesting. This was the Board's consensus and the staff was so directed to include this in its administrative policy.

4. Memorandum from Chris Winters, Director of the Office of Professional Regulations: Section 46 of Professional Regulations Bill H. 870

Director Winters June 2, 2008 Memo suggests that the dictates of the Section which was recently signed by this section came from, Kevin and Judith were in the discussion, Mr. Leahy suggested that it was to the House and Senate Government Operations Committee and this was offered as a compromise.

Funeral Board conduct a meeting to carry out the law. Chairman Guare asked where and in what position to answer on Chris' behalf. Later possible that there were competing proposals given to the Board and this was offered as a compromise.

Mr. Beck called attention to the wording of Section 46 which states that "the office of professional funeral service, funeral consumers, providers of funeral services and other stakeholder identified by the office, shall study..." He stated that the study was not the duty of the Board but rather of the Office he consulted.

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Additional discussion took place after which, Ms. Knapp indicated her office would issue invitations and solicited, from the Board, an agreeable time, date, and list of those that should be invited. July 29, 2008 beginning at 9:00 AM at the Office of Professional Regulations was agreed upon. Those to be invited will include all licensees (funeral directors/embalmers, removal personnel, and crematorium operators), representatives of VFDA, cemetery representatives and public representatives. John Coffins suggested that a non-vested facilitator be engaged to run the meeting, Rita indicated that the Office would be facilitating the meeting but appreciated John's suggestion. Ms. Knapp indicated that this first meeting would be devoted to gathering information, not for a factive discussion of the issues raised.

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5. Continuing Education Sub Committee: It was agreed by the Education Committee (Paul Lyndon Mann and Peter Beck), that they would continue to receive proposed continuing education information by mail, they would review the information but then meet at 8:30 AM prior to the regular meeting to discuss and agree on a recommendation to the full Board.

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Three education courses submitted by the NH Funeral Directors Association were reviewed at the meeting.

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a. Victims Advocacy

1.5 hours approved

b. Grief and Loss

3 hours approved

c. The Futility of Fighting Evolution

3 hours denied

6. Meeting Adjourned at 11:08 AM

7. Next regular meeting: August 5, 2008