

**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 Team.

3. Applications for Funeral Director License:

The applications and test results of Thomas Hart 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. Memo 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 into law. Chairman Guare asked where and why this section came from, Kevin and Judith were in a position to answer on Chris' behalf. Later in the discussion, Mr. Leahy suggested that it was possible that there were competing proposals given to the House and Senate Government Operations Committees and this was offered as a compromise.

Mr. Beck called attention to the wording of Section 46 which states that *"the office of professional regulation in consultation with the board of 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 and the Board was simply one of several groups to be consulted.

Additional discussion took place after which, Ms. Knapp indicated her office would issue invitations and solicit, 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 nonvested 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 active discussion of the issues raised.

5. Continuing Education SubCommittee: It was agreed by the Education Committee (Paul Guare, 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.

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