

## **Vermont Board of Funeral Service**

National Life Building North FL2,  
Montpelier, VT 05620-3402

August 5, 2008 at 9:00 a.m.

### **Unapproved Minutes**

Members Present: Paul Guare; Chairman, Peter Beck, John Coffin, Lyndon Mann

Member(s) Absent: Steven Russell

Staff present: Kevin Leahy, Legal Counsel, Chris Winters, Director, Judith Griffen, Administrative Assistant.

Also present: David Grundy, Funeral Consumers Alliance of Vermont  
Lucien Hayes, President, VFDA  
Jim Curley, Gilford VT Crematory Operator

The meeting was called to order at 9:01 AM.

2. Approved June 3, 2008 minutes with corrections- Motion made by Lyndon Mann to approve the minutes, seconded by John Coffin. Peter Beck offered a correction to item #3 of the proposed minutes indicating that it was not mentioned that the Motion made and seconded was voted on and approved unanimously. Minutes were approved with that correction noted.

3. Status of Cases: Judith Griffen reported there were eight pending investigations, and one pending Investigative Team meeting needed.

4. Disciplinary Action:

None

5. Concluded Reports:

None

6. Applications:

James Kennedy: Lyndon Mann Moved, seconded by John Coffin to approve Mr. Kennedy's application. The Motion carried unanimously.

7. Discussion:

Chairman Guare had invited Mr. Chris Winters, Director, OPR, to share his thoughts on the OPR Summer Study meeting held on July 29, 2008.

Chris shared his thoughts on the three primary areas discussed.

- a. Consider restructuring of the Vt. Board of Funeral Services- Chris didn't feel that the composition of the Board of Funeral Services needed restructuring with the substitution of people representing crematories or cemeteries.

b. Review the required Continuing Education requirements-currently continuing education requirements are 10 hours. Chris indicated he feels the Funeral Board is being more selective in approving courses. Mandatory courses might be considered in the area of the Vt. laws and Federal regulations.

c. Re-write those statutes in Chapters 17 and 21 VS that deal with funeral services- Chris told the Board that the consolidation of Chapters 17 and 21 VS makes sense and was being done.

Chris Winters stated that another meeting of the Summer Study Group would be held and that a draft of the Office of Professional Regulations financial suggestions and recommendations would be mailed to all attendees.

8. There was considerable discussion among the Board and those present concerning both continuing education and licensing of funeral directors, embalmers, crematory operators and removal personnel. The Funeral Directors Association is interested in more formal educational requirements for funeral directors, possibly two years of college while Paul Guares said he would like to know what kinds of courses those colleges preparing Embalmers and Funeral Directors are offering.

9. Review, Approval or Disapproval of submitted Continuing Education Courses: The Continuing Education SubCommittee, John Coffin, Lyndon Manna and Peter Beck, (with Mr. Guares in attendance), passed on a long list of submittals. The list, as compiled by Judith Griffen, is attached to these minutes.

10. A letter regarding death certificates from Linda Davis, Vital Statistics Program Supervisor was duly noted by the Board.

11. The Board adjourned at 12:14 p.m.

12. Next meeting is scheduled for: October 7, 2008