

UNAPPROVED MINUTES

Vermont Board of Funeral Service
National Life Building North Fl 2,
Montpelier, VT 05620-3402

February 8, 2011
8:30 a.m. – Curriculum Committee
9:00AM – Board Meeting

Board Members present: Lyndon Mann, Chairman; Ercel Harvey, Peter Beck, Larry Gile
Board Member(s) Absent: Robert Covey

Staff Attending: Dan Vincent, OPR Inspector, Terry Gray, Unit Administrator,
Christopher Winters, Director, Aprille Morrison, Administrative Assistant, Colin
Benjamin, Board Counsel, and Carla Preston, Case Manager.

Visitors: Lucien Hayes

1. Meeting called to order at 9:05 am by Chairman Mann.
2. Mr. Beck moved, seconded by Mrs. Harvey to approve the minutes of the November 9, 2010 meeting. The motion passed unanimously. Mr. Gile moved, seconded by Mrs. Harvey to approve the minutes of the December 6, 2010 meetin. The motion passed unanimously.
3. Case Manager Report:

Carla Preston, Case Manager, reported to the Board there are thirteen (13) pending cases, nine (9) are set for hearings and four (4) are under investigation. John Coffin was previously assigned to cases and will follow through until completion.

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4. Applications:

Brian Martin – Embalmer and Funeral Director License – Mr. Beck moved, seconded by Mr. Gile to approve Mr. Martin for licensure as an Embalmer and Funeral Director. The motion passed unanimously
6. Discussion:
 - a. 8:30 CE Committee Report – Chairman Mann and Mr. Beck reviewed and approved/denied most courses. Chairman Mann has requested Mr. Gile to join the CE Committee. Mr. Gile has agreed to take Chairman Mann's place on the committee.

- b. February 8, 2011 – Two hearing were rescheduled to April 12, 2011
 - c. March 8, 2011 – This is the next Board meeting date. There will be four hearings held this day. The Curriculum Committee meeting will be moved for 8:30 am to 8:00 am.
 - d. E-Mail from Rodney Sayles – The Board has referred Mr. Sayles inquiries to Board Counsel, Colin Benjamin.
 - e. Mr. Winters introduced Colin Benjamin as new Board Counsel.
 - f. Mr. Beck posed the question of inspection of Establishments. Mr. Vincent will see that these are included for Board information at the March meeting.
7. Adjournment at 10:05 am
8. Next Meeting – March 8, 2011

Respectfully Submitted,

Aprille Morrison, Administrative Assistant