

**UNAPPROVED MINUTES**

March 11, 2014

Vermont Board of Funeral Service

89 Main St., 3<sup>rd</sup> Floor

Montpelier, VT 05620-3402

8:30 AM – Curriculum Committee

9:00AM – Board Meeting

Board Members present: Lyndon Mann, Larry Gile, Mary Alice Bisbee and Peter Beck by telephone.

Staff Attending: Colin Benjamin, Board Counsel; Dan Vincent, Inspector; Danielle Rubalcaba, Licensing Board Specialist; and Carla Preston, Case Manager

Visitors: Greg Camp

1. **Call to Order:** Meeting called to order at 9:00 am by Chairman Mann
2. **Approval of Minutes:** Motion made by Larry Gile to approve the Minutes of the January 14, 2014 meeting. Motion seconded by Mary Alice Bisbee. Motion passed unanimously.
3. **Education Committee Report:** Education committee reviewed 30 courses. 11 where approved and 19 denied. See <http://vtprofessionals.org/opr1/funeral/ce.asp>
4. **Case Manager's Report:** Carla Preston reported on the current case load for the Funeral Board. Currently the board has eleven (11) cases pending. Four (4) I-Team recommends closing reports. Three (3) are ready for I-Team meetings and four (4) are pending investigation.
5. **Concluded Reports:** 2012-175, 2012-176, 2012-177, 2012-178  
Mary Alice Bisbee made a motion to accept these closing reports. Motion seconded by Lyndon Mann. Larry Gile abstained. Motion passed.
6. **Applications:** None
7. **Hearing-** None
8. **Old Business:** None
8. **Inspection Report** –Daniel Vincent, Inspector  
  
-Dan conducted six (6) inspections since the January 14<sup>th</sup> meeting.
10. **New Business:**
11. **Public Comment:**
12. **Meeting Adjourned:** Meeting adjourned at 9:45 am

Respectfully Submitted,

Danielle Rubalcaba

Licensing Board Specialist

2014 Scheduled Meetings:

May 13<sup>th</sup>, 2014

July 8<sup>th</sup>, 2014

September 9<sup>th</sup>, 2014

November 18<sup>th</sup>, 2014