



# Board of Funeral Directors and Embalmers

## Public Meeting Minutes

Funeral Directors & Embalmers Board  
Wednesday, May 8, 2024 at 3:00 PM EDT  
@ 7 Eagle Square Concord NH - Hearings Room

### **Attendance**

**Members Present:** Vinnie Baiocchetti, Susan Hopkins, Matt Roan

**Members Absent:** Ryann Healy, Eric Rochette

- I. Call to Order at 3:01
- II. Approval of Public Minutes
  - A. Funeral Meeting Minutes from April 10, 2024  
**Motion** to Approve  
Motion moved by Vinnie Baiocchetti and motion seconded by Susan Hopkins, roll call vote 2-0-1 MR abstained
- III. Appearances
  - A. 3:00 p.m. Matthew Nieves Hearing  
Hearing Opened at: 3:09 p.m.  
Hearing Closed at: 3:23 p.m.  
**Motion** to Move to Non-Public Session at 3:27  
Motion moved by VB and motion seconded by SH. roll call vote 3-0-0  
**Public Session resumed** at 3:58 p.m.
- IV. Legislative and/or Rules Updates
  - A. Frl 404 Adopted Text and cover letter to be signed.  
**Motion** to adopt  
Motion moved by Susan Hopkins and motion seconded by Matt Roan, roll call vote 3-0-0.
  - B. Rules to Review  
**Motion** to Adopt Frl 300 Various  
Motion moved by MR and motion seconded by SH. roll call vote 3-0-0
  - C. Legislative updates with Board Counsel
- V. Applications
  - A. Apprentice Embalmer Application
- VI. OPLC/Board Administrator Updates
  - A. Board Advised

**State Approved Mortuary Programs.** There are no state approved mortuary programs. This means the applicant will have to come before the Board, so the Board will be seeing more of these applications.

**State Approved Internship** - No state approved Internship.

VII. Review Funeral Home and Crematory Inspections

- A. Susan Hopkins - assigned inspections
  - 1. Roan Family Funeral Home
- B. Matthew Roan - assigned inspections
- C. Ryann Healy - assigned inspections
  - 1. Furber Funeral Home and Cremation Services - assigned 04/03/2024
- D. Eric Rochette - assigned inspections
- E. Vinnie Baiocchetti - assigned inspections

VIII. Continuing Education Review

- A. Susan Hopkins
  - 1. Green Burials - They did not state what they want for CEU's. Timed outline. Has a syllabus, doesn't have enough information to make a valid question. **Denied**
  - 2. AI for Funeral Directors - Is approved for 2 hours. Normally there is a front sheet that they need to fill out, which defines who they are. Ask licensing.
  - 3. Jody Daszkowski resume does not go to either of these classes.
  - 4. Emma Cruz to be on the agenda for next month. Only submitted pages 1-5, so we need to have the complete application.

IX. Non-Public

Enter non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, RSA 325:33, I, RSA 325:34, VI, and the Board's executive and deliberative privileges.

**Motion** to move to Non-Public session.

On motion from Susan Hopkins with a second from Matthew Roan to move into Non-Public session at 4:05 p.m.

X. Sealing of Non-Public Minutes

Return to public session and withhold the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective is not subject to public disclosure pursuant to RSA 325:33, I, RSA 325:34, VI.

**Motion** to Seal the Minutes and Non-Public Session

**Motion** by Vinnie Baiocchetti with a second from Matthew Roan, roll call vote 3-0-0.

Board adjourned at 4:28 p.m. Next Board meeting is June 12, 2024 at 3:00 p.m.