

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on March 2, 2000 at the Department of Public Health, 410 Capitol Avenue, Conference Room I, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Donald McSweegan, Public Member
Jeffrey Thurston, Embalmer

BOARD MEMBERS ABSENT: Morton Weinstein, Embalmer

ALSO PRESENT: Gary J. Griffin, Investigations Supervisor
Bonnie Pinkerton, RN, Nurse Consultant
M. J. McCarthy, Legal Office Staff Attorney
Ellen M. Shanley, Legal Office Staff Attorney
David Tilles, Legal Office Staff Attorney
Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 9:03 AM.

MINUTES - November 18, 1999

The Board reviewed the minutes of November 18, 1999. Donald McSweegan moved and Celia Pinzi seconded that the minutes be approved as edited. The motion passed with all in favor.

INVESTIGATIONS

Gary Griffin apprised the Board that presently there are five cases under investigation in various stages.

CONSENT ORDER – KEVIN GALLAGHER, EMBALMER, PETITION NO. 990217-030-002

Legal Office Attorney David Tilles presented the Board with a Consent Order for Kevin Gallagher. Celia Pinzi recused herself from these proceedings. Jevera Hennessey moved and Jeffrey Thurston seconded that the Board approve this Consent Order. The motion passed unanimously.

CONSENT ORDER – CARL SWAN, EMBALMER, PETITION NO. 991004-0030-009

In February 1998 an order after hearing included a probationary period which has to terminate upon the Department's determination. Probation terminated June 12, 1998. Jevera Hennessey moved and Jeffrey Thurston seconded to accept this Consent Order. The motion failed with two in favor and two opposed. Donald McSweegan voiced his opinion that he would like to see six months suspension of license. Celia Pinzi would like to have probation with review of death certificates as to who signed for a year. Both Celia Pinzi and Donald McSweegan would like the Department to come back with more information on the facts of this case.

CONSENT ORDER – RICHARD ZEIGLER, JR, PETITION NO. 980928-000-061

Jeffrey Thurston moved and Celia Pinzi seconded that this Cease and Desist Consent Order be accepted. The motion passed unanimously.

CONSENT ORDER – SHAUN MCCARTHY, PETITION NO. 991004-030-010

Jevera Hennessey moved and Jeffrey Thurston seconded that this Consent Order be tabled pending further facts. The motion passed unanimously.

CONSENT ORDER – DANIEL DIREINZO. - PETITION NO. 990927-030-008

Jevera Hennessey moved and Jeffrey Thurston seconded that this Consent Order be tabled pending further facts. The motion passed unanimously.

ADJOURNMENT

Celia Pinzi moved and Donald McSweegan seconded that this meeting be adjourned at 10:25 AM. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on June 8, 2000 at the Department of Public Health, 410 Capitol Avenue, Conference Room C, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Donald McSweegan, Public Member
Jeffrey Thurston, Embalmer

BOARD MEMBERS ABSENT: Morton Weinstein, Embalmer

ALSO PRESENT: Tanya Feliciano, Assistant Attorney General
Donna Brewer, Director, Public Health Hearing Office
Gary J. Griffin, Investigations Supervisor
Leslie Scoville, Legal Office Staff Attorney
David DiRienzo
John Calvocoressi, Esq.
Abby Mitchell
Terri Hamilton
James Sanders

Chairperson Celia Pinzi called the meeting to order at 9:01 AM.

I. MINUTES – MARCH 2, 2000

The Board reviewed the minutes of March 2, 2000. The following was added regarding the Consent Order for Daniel DiRienzo:

CONSENT ORDER – DANIEL DIREINZO. - PETITION NO. 990927-030-008

Jevera Hennessey moved and Jeffrey Thurston seconded that this Consent Order be tabled pending further facts. The motion passed unanimously.

Mr. McSweegan moved and Mr. Thurston seconded that the March 2, 2000 minutes be approved as edited. The motion passed unanimously.

II. JAMES SANDERS - REQUEST FOR HEARING

James Sanders was present with Attorney John Calvocoressi. With the advice of Assistant Attorney General Tanya Feliciano, the Board considered its jurisdiction in determining Mr. Sander's request for a hearing. In light of the General Statutes of Connecticut §14a-14 and §14a-88, the Board discussed its jurisdiction to hear the request for a reinstatement hearing. Ms. Hennessey made a motion to deny Mr. Sander's request for a reinstatement hearing in that the Board lacks jurisdiction in this matter. Ms. Pinzi seconded the motion. The motion passed unanimously.

Attorney Calvocoressi requested a copy of these minutes.

III. CONSENT ORDER-DANIEL DIREINZO-PETITION NO. 990927-030-008

Staff Attorney Leslie Scoville presented Board with a Consent Order in this matter. Ms. Pinzi made a motion to accept Consent Order. Mr. Thurston seconded the motion. The motion passed unanimously. The Consent Order was signed by Ms. Pinzi.

IV. CONSENT ORDER-SHAUN McCARTHY, EMBALMER-PETITION NO. 991004-030-010

Staff Attorney Leslie Scoville presented Board with a Consent Order in this matter. Ms. Hennessey made a motion to accept the Consent Order. Mr. Thurston seconded the motion. The motion passed unanimously. The Consent Order was signed by Ms. Pinzi.

V. GARY GRIFFIN-INVESTIGATIONS

There are six cases ongoing, of which one case was referred to the Legal Department. There is a variety of fact patterns on these cases.

Mr. Griffin also reported on the opening of the following Funeral Homes. Ascension Funeral Home in New Britain and Hartford; Colonial Funeral Home in Hamden; and CR Sagarino Funeral Home in New Britain. A couple of funeral homes have also changed locations.

Ms. Pinzi inquired about advertising issues, where the advertiser has no licensee at the advertised location. Mr. Griffin stated that the Attorney General's Office has advised that these issues be handled by the Department of Consumer Protection.

Mr. Griffin asked if cases involving death certificate errors, in which the funeral director attempts to correct when first found, should it be before the Board. The professional members felt that this was not so negligent as to come before the Board unless the Department felt it so egregious it should be heard.

VI. BROMSON AND REINER LETTER TO COGNETTA FUNERAL HOME AND THE BOARD

The Board will refer the matter to the Department of Public Health Investigations Unit for review.

VII. REQUEST LYNN M. KELLY, EMBALMER

The Board reviewed a letter from Lynn M. Kelly who is offering to become an examiner for the licensing practical examination. The Board requests that Ms. Kelly's employer submit a letter of recommendation. It was also requested that Ms. Kelly submit information regarding her work experience and the number of cases she has done since her licensure as an embalmer. The Board will review this information at the September meeting.

ADJOURNMENT

Mr. McSweegan made a motion, seconded by Ms. Pinzi, that this meeting be adjourned at 10:55 AM. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 14, 2000 at the Department of Public Health, 410 Capitol Avenue, Conference Room E, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Donald McSweegan, Public Member
Jeffrey Thurston, Embalmer
Morton Weinstein, Embalmer

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Gary J. Griffin, Investigations Supervisor
Richard Ouelett, Licensing Examination Assistant
Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 9:15 AM.

I. MINUTES – JUNE 8, 2000

The Board reviewed the minutes of June 8, 2000. Ms. Pinzi moved and Mr. Thurston seconded that the minutes be approved as written. The motion passed unanimously.

II. INVESTIGATIONS UPDATE

Gary Griffin, Investigations Supervisor, Department of Public Health, reported that there are seven cases that are currently in various stages of investigation.

III. REQUEST TO BE AN EXAMINER FOR PRACTICAL EXAMINATIONS

The Board has received a request from Lynn M. Kelly, Torrington, Connecticut who is offering to become an examiner for the licensing practical examination. Ms. Kelly has submitted information in support of her request. The Board has received a similar a request from Timothy Driscoll, Torrington, Connecticut. Ms. Pinzi made a motion, seconded by Mr. McSweegan, to table these requests to the December 14, 2000 Board meeting. The motion passed unanimously.

IV. SCHEDULING OF HEARING DATE - PETITION No. 990217-030-003

The hearing in the matter of John Colbert will be scheduled for December 14, 2000 at 10:00 AM.

V. ADJOURNMENT

Ms. Pinzi moved and Mr. Thurston seconded that this meeting be adjourned at 9:55 AM. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on December 28, 2000 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Donald McSweegan, Public Member
Jeffrey Thurston, Embalmer (Via Telephone)

BOARD MEMBERS ABSENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Morton Weinstein, Embalmer

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison

The meeting began at 1:01 PM.

Mr. Thurston and Mr. McSweegan suggested the following dates for Board meetings in 2001:

February 1, 2001
May 3, 2001
September 6, 2001
November 15, 2001

The meetings will be held at the Department of Public Health, Hartford, Connecticut beginning at 9:00 AM.

Due to a lack of a quorum, the remaining agenda items are tabled until the next meeting of the Board.

The meeting was adjourned at 1:10 PM.

Respectively submitted,

Celia Pinzi, Chairperson
Board of Examiners for Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on February 1, 2001 at the Department of Public Health, 410 Capitol Avenue, Conference Room I, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Donald McSweegan, Public Member
Jeffrey Thurston, Embalmer

BOARD MEMBERS ABSENT: Richard C. Swan, Sr., Embalmer

ALSO PRESENT: Gary J. Griffin, Investigations Supervisor
Jeffrey A. Kardys, Board Liaison
Jennifer Filippone, Health Program Supervisor

Chairperson Celia Pinzi called the meeting to order at 9:03 a.m.

I. MINUTES – September 14, 2000 and December 28, 2000

The Board reviewed the minutes of the September 14, 2000 and December 28, 2000 meetings. Mr. McSweegan moved and Ms. Pinzi seconded that the minutes be approved as written. The motion passed unanimously.

II. REQUESTS TO BE AN EXAMINER FOR PRACTICAL EXAMINATIONS

The Board reviewed requests from Lynn M. Kelly and Timothy Driscoll, both of Torrington, Connecticut who are offering to become examiners for the licensing practical examination. The Board discussed that at the present time there is not a need for additional examiners in the Torrington area. These requests will be kept on file in the event a need for additional examiners arise. Ms. Kelly and Mr. Driscoll will be notified of the Board's discussion.

III. INVESTIGATIONS UPDATE

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are nine cases that are currently in various stages of investigation. One case has been referred to the department's legal office. Mr. Griffin also reported that some funeral homes have been re-inspected because they did not renew their licenses within the ninety day grace period or because of a change in ownership.

The Board would like information at the next meeting concerning the Eternal Rest Casket Company. This business is listed in the Yellow Pages, in southern Connecticut, under the category Funeral Directors/ Funeral Homes, however the business is not a licensed Funeral Home.

The Board also requests information regarding a crematory in Enfield, Connecticut has been asked by the Town of Enfield to cease operations.

IV. ADDITIONAL AGENDA ITEM

Jennifer Filippone, Health Program Supervisor presented a reinstatement application for Craig Pender. Mr. Pender's license expired in November 1999 but he did not apply for reinstatement until December 2000. The Board has questions concerning his activities since his license lapsed. Ms. Filippone will update the Board at the next meeting.

V. SCHEDULING OF HEARING DATE

The hearing in the matter of Edward Zigas, Petition No. 990414-030-005 will be scheduled for March 6, 2000

VI. ADJOURNMENT

Mr. Thurston made a motion seconded by Mr. McSweegan that this meeting be adjourned at 9:45 a.m. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on May 22, 2001 at the Department of Public Health, 410 Capitol Avenue, Conference Room B, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Jevera Hennessey, Esq.
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor
Jennifer Filippone, Health Program Supervisor
Carol Mangiafico, Vital Records
Mary Frazeur, Vital Records
Lisa Kessler, Vital Records

Chairperson Celia Pinzi called the meeting to order at 9:07 a.m.

I. MINUTES – February 1, 2001

The Board reviewed the minutes of the February 1, 2001 meeting. Ms. Pinzi moved and Ms. Hennessey seconded that the minutes be approved as written. The motion passed unanimously.

II. REINSTATEMENT APPLICATION - CRAIG PENDER

Jennifer Filippone, Health Program Supervisor updated the Board regarding the reinstatement application for Craig Pender. Mr. Pender's license expired in November 1999 but he did not apply for reinstatement until December 2000. The Board had questions concerning his activities since his licensed lapsed. Mr. Pender was unable to confirm that he had not performed any licensed activities during the period his license was lapsed. Mr. Pender's license was reinstated and he was issued a letter of warning.

III. INVESTIGATIONS UPDATE

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are seven cases that are currently in various stages of investigation.

IV. MEMORANDUM OF DECISION - JOHN COLBERT

The Board reviewed the Memorandum of Decision in the matter of John Colbert, Petition No. 990217-030-003. All Board members were either present at the hearing or read the record in this case. Ms. Pinzi made a motion seconded by Mr. Swan to approve the Memorandum of Decision. The motion passed unanimously. Ms. Pinzi signed the Order.

V. VITAL RECORDS

Carol Mangiafico, Department of Public Health Vital Records Section reported on changes to the death certificate in Connecticut. Specifically the certificates have been changed to indicate whether a body was embalmed and the name of the embalmer. There was discussion about sending the instructions for completion death certificates to all licensees. The Department will also consider publishing the instructions on the Department's web site. The Vital Records Section is currently working on implementing electronic birth certificates, once this is up and running smoothly electronic death records may follow.

VI. ADDITIONAL AGENDA ITEMS

A. Hartford Trade Service

Kevin Reilly and Rich Bowen of Hartford Trade Service approached the Board and indicated that they want to operate their business (freelance removals and embalming) out of an unlicensed location. They offer their services only to funeral homes, they do not offer funeral services to the public. They currently do 1700 removals and/or embalmings a year operating out of a funeral home. They want to operate out of there own location but they do not need their location to be a funeral home since they do not offer this service. Mr. Reilly and Mr. Bowen were advised that that they would have to submit their request to the Department of Public Health for a determination as to whether such a facility would comply with current licensure requirements.

B. Reschedule September Board meeting

The third quarterly meeting, currently scheduled for Thursday, September 6, 2001, will be changed to Tuesday, September 11, 2001.

VII. ADJOURNMENT

Ms. Pinzi made a motion seconded by Ms. Hennessey that this meeting be adjourned at 10:02 a.m. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held an Emergency Meeting on June 28, 2001, by telephone conference call originating from the Department of Public Health, 410 Capitol Avenue, Second Floor Conference Room I, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson - Via Telephone
Jevea Hennessey, Esq. - Via Telephone
Richard C. Swan, Sr., Embalmer - Via Telephone

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Henry Salton Assistant Attorney General - Via Telephone
Donna Brewer, Director, Public Health Hearing Office
Debra Turcotte, Director, Health Systems Regulation
Kathleen Boulware, RN, Supervising Nurse Consultant
Ellen Shanley, Staff Attorney, Department of Public Health
Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 3:34 p.m.

Legal Office Business

A. Motion for Summary Suspension - Michael G. Wade, Embalmer
Ellen Shanley, Staff Attorney, Department of Public Health presented a Motion for Summary Suspension in the matter of Michael G. Wade, Embalmer, Petition No. 2001-0627-030-067. Assistant Attorney General Henry Salton provided counsel to the Board. Ms. Pinzi made a motion, seconded by Ms. Hennessey, to grant the Summary Suspension of Mr. Wade's Embalmers License, No. 001950. The motion passed unanimously. A hearing in this matter is scheduled for July 9, 2001, beginning at 9:00 a.m. at the Department of Public Health.

B. Motion for Summary Suspension - Monica R. Hammie-Richardson, Embalmer
Ellen Shanley, Staff Attorney, Department of Public Health presented a Motion for Summary Suspension in the matter of Monica R. Hammie-Richardson, Embalmer, Petition No. 2001-0628-030-068. Assistant Attorney General Henry Salton provided counsel to the Board. Ms. Pinzi made a motion, seconded by Mr. Swan, to grant the Summary Suspension of Ms. Richardson's Embalmers License, No. 002428. The motion passed unanimously. A hearing in this matter is scheduled for July 9, 2001, beginning at 1:00 p.m. at the Department of Public Health.

Being that there was no further business, the meeting was adjourned at 4:05 p.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 11, 2001 at the Department of Public Health, 410 Capitol Avenue, Conference Room I, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Timothy J. Geary
Jevera Hennessey, Esq.
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Patrick Kwanashie, Assistant Attorney General
Debra Turcotte, Director, Health Systems Regulation
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor

Chairperson Celia Pinzi called the meeting to order at 8:55 a.m.

I. MINUTES – May 22, 2001 and June 28, 2001

The Board reviewed the minutes of the May 22, 2001 and the June 28, 2001 meetings. Mr. Swan moved and Ms. Hennessey seconded that the minutes be approved as written. The motion passed unanimously.

II. MEMORANDUM OF DECISION - EDWARD ZIGAS

The Board reviewed the Memorandum of Decision in the matter of Edward Zigas, Petition No. 990414-030-005. All Board members were either present at the hearing or read the record in this case. A typographical error was corrected on page 5. Mr. Swan made a motion seconded by Ms. Pinzi to approve the Memorandum of Decision as corrected. The motion passed unanimously.

III. INVESTIGATIONS UPDATE

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are ten cases currently in various stages of investigation.

IV. FUNERAL HOME INSPECTIONS

Debra Turcotte, Director, Health Systems Regulation, Department of Public Health addressed the Board concerning funeral home inspections.

Ms. Turcotte reported that the Department of Public Health is authorized to conduct inspections of funeral homes on an annual basis. The Department has been given approval to hire two persons to conduct inspections. Previously, inspections have been conducted when a home applied for initial licensure or during the course of investigating a complaint. The first position to be filled will be that of a special investigator on October 5, 2001, the second position will be filled by a licensed embalmer. The Department has met with the Connecticut Funeral Directors Association (CFDA) concerning this issue. The CFDA wants some input regarding regulations.

The CFDA recommends mandatory continuing education for renewal of licensure; that a funeral directors license be distinct from that of an embalmer and that a bachelors degree be required for licensure. Ms Turcotte suggested that the CFDA put together a plan and submit it to the Board for consideration.

The department is conducting a comprehensive review of licensure regulations. Any changes which are found to be necessary will be brought to the attention of the Board.

How the practical examination is currently administered should be an issue for the Department to consider and that the funeral home inspectors may play a role. The Board asks that it have input in this process.

V. LEGAL OFFICE BUSINESS

A. Prehearing review - Vincent Funeral Home, Petition No. 980312-030-001;
Richard J. Vincent, Jr., Petition No. 2000-0831-030-008

Assistant Attorney General Patrick Kwanashie was present to provide counsel to the Board. During a pre-hearing review the Board reviews documentation agreed upon by the Department of Public Health and respondent. Upon review the Board will make a recommendation concerning further action in a case.

Following review and discussion of this matter Ms. Pinzi made a motion, seconded by Mr. Swan, recommending this matter be dismissed. The motion passed unanimously.

B. Consent Order – Brian Kenney, Petition No. 980312-030-001

Staff Attorney Leslie Scoville presented the Board with a Consent Order in the matter of Brian Kenney. Ms. Pinzi recused herself from these proceedings.

Mr. Swan moved and Mr. Jowdy seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Hennessey.

C. Consent Order – Torrant- Kenney Funeral Home, Petition No. 2001-0312-056-003

Staff Attorney Leslie Scoville presented the Board with a Consent Order in the matter of Torrant-Kenney Funeral Home. Ms. Pinzi recused herself from these proceedings.

Mr. Swan moved and Ms. Hennessey seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Hennessey.

VI. SCHEDULING OF HEARING DATE

The hearings in the matter of Michael Wade, Petition No. 2001-0627-030-007 and Wade Funeral Home, Petition No. 2001-0628-000-063 will be re-scheduled to September 16, 2001.

VII. ADDITIONAL ITEMS

Reschedule November Board meeting

The fourth quarterly meeting, currently scheduled for Thursday, November 15, 2001, will be changed to Tuesday, November 13, 2001 beginning at 9:00 a.m.

VIII. ADJOURNMENT

Ms. Pinzi made a motion seconded by Mr. Swan that this meeting be adjourned at 9:56 a.m. The motion passed unanimously.

Respectfully submitted,

Jevera Hennessey, Esq.
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on November 13, 2001 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Timothy J. Geary
Jevera Hennessey, Esq.
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor
Pamala Shaughnessey, Connecticut Funeral Directors Assoc.

Chairperson Celia Pinzi called the meeting to order at 9:05 a.m.

I. MINUTES – September 11, 2001

The Board reviewed the minutes of the September 11, 2001 meeting. Mr. Swan moved and Mr. Geary seconded that the minutes be approved as written. The motion passed unanimously.

II. NEW BUSINESS

A. Meeting Dates 2002

The following meeting dates have been scheduled for the year 2002:

January 15, 2002

April 30, 2002

September 10, 2002

November 12, 2002

All meetings will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

B. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are twelve cases currently in various stages of investigation. There has been a slight increase in the number of complaints received. Mr. Griffin stated that communication between the complainant and the funeral director may have solved some of these matters before complaints were filed.

The Department of Public Health currently uses a number of consultants (Embalmers/Funeral Directors) to review complaints to assist the Department in determining the extent to which to pursue a matter.

Mr. Griffin reported that a Funeral Home inspector has not yet been hired.

C. Licensure Verification

Jennifer Filippone, Public Health Services Manager, Department of Public Health, described the licensure verification feature of the Department of Public Health Web Site. Currently, only licensing information can be obtained. The site will be eventually updated to include any disciplinary action against a license.

D. Discussion with Connecticut Funeral Directors Association

Pamela Shaughnessey, President, Connecticut Funeral Directors Association (CFDA) was present to discuss issues of interest to the CFDA. Ms. Shaughnessey indicated that there is a need for more (non-embalmer) licensed funeral directors in the State of Connecticut. The CFDA feels that the current requirements for a funeral directors license should be changed to require a four year degree, a two year apprenticeship and a passing score on a licensing examination.

The CFDA feels that continuing education is also necessary for both embalmers and funeral directors.

The Board would like to the Department of Public Health to comment on these issues at the January 2002 meeting.

III. LEGAL OFFICE BUSINESS

A. Motion to Withdraw Statement of Charges - Michael Wade, Petition No. 2001-0627-030-007

Staff Attorney Ellen Shanley, presented the Department of Public Health's Motion to Withdraw Statement of Charges in the matter of Michael Wade. Mr. Wade signed a voluntary surrender of license affidavit on September 13, 2002. Neither Mr. Wade nor his attorney were present.

Assistant Attorney General Henry Salton was contacted by speaker phone to provide advice to the Board regarding this matter. After much discussion, Ms. Hennessey made a motion seconded by Mr. Geary to deny the Department of Public Health's motion to withdraw the Statement of Charges based on respondent's surrender of his license. The Board feels that more than a voluntary surrender of license is appropriate in this matter. The Board will give the Department of Public Health and respondent an opportunity to bring this matter back to the Board at the January 2002 meeting. If not resolved, the Board will schedule a hearing.

B. Consent Order – Wade Funeral Home, Petition No. 2001-0628-000-063

Staff Attorney Ellen Shanley presented the Board with a Cease and Desist Consent Order in the matter of Wade Funeral Home. Ms. Pinzi moved and Mr. Swan seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

C. Consent Order – Reid Burdick, Petition No. 991027-030-013

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Reid Burdick, a licensed embalmer. Mr. Swan moved and Mr. Geary seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

D. Consent Order – Byles McDougall Funeral Home, Petition No. 991027-056-010

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Byles McDougall Funeral Home. Ms. Pinzi moved and Mr. Swan seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

IV. ADJOURNMENT

Ms. Pinzi made a motion seconded by Mr. Geary that this meeting be adjourned at 11:25 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson.

Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on January 15, 2002 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Chairperson
Timothy J. Geary
Jevera Hennessey, Esq.
Daniel P. Jowdy, Embalmer

BOARD MEMBERS ABSENT: Richard C. Swan, Sr., Embalmer

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor
Edward Bergin, Department of Public Health
Ronny Clinton, Department of Public Health
Pamala Shaughnessey, Connecticut Funeral Directors Assoc.
Randy Malloy, Connecticut Funeral Directors Assoc.
John Casio, Connecticut Funeral Directors Assoc.

Chairperson Celia Pinzi called the meeting to order at 9:00 a.m.

I. MINUTES – November 13, 2001

The Board reviewed the minutes of the November 13, 2001 meeting. Ms. Pinzi moved and Mr. Jowdy seconded that the minutes be approved with corrections of typographical errors. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Director Licensure

Pamala Shaughnessey, Randy Malloy and John Casio from the Connecticut Funeral Directors Association (CFDA) were present to discuss issues of concerning funeral director licensure. The CFDA suggests that changes be made to §20-217 of the Connecticut General Statutes which allows the Department of Public Health to issue funeral director licenses. The CFDA proposes that a four year degree, two years of apprenticeship training which includes assisting in a minimum of fifty (50) funerals and a passing score on a licensing examination be required for licensure as funeral director..

The CFDA is proposing these changes because of an anticipated need for more (non-embalmer) licensed funeral directors in the State of Connecticut. Due to retirement of current licensees, increased need due to an aging population and declining mortuary school enrollment. Mr. Malloy commented that increasing the qualifications of funeral directors is a national trend.

The Board expressed its concern that funeral director qualifications could be increased but that comparable changes to embalmer licensure requirements have not been proposed. The Board would like to receive comments from Briarwood College, Southington, Connecticut where a two year program in Mortuary Science is currently offered.

B. Continuing Education

The CFDA feels that continuing education is also necessary for both embalmers and funeral directors.

Proposed legislation has been drafted by the CFDA for this year's legislative session. The legislation would require licensed funeral directors and embalmers to complete six (6) hours of continuing education each calendar year, and records documenting completion of the continuing education must be maintained for three years. Inspectors would examine continuing education documentation at the time of annual inspections. There would be no additional cost to the State of Connecticut for this requirement.

Ms. Pinzi made a motion, seconded by Mr. Geary, that the Board support the concept of continuing education for funeral directors and embalmers. The motion passed unanimously.

III. NEW BUSINESS

A. Vital Records Update

Ms. Pinzi reported that she recently met with State Registrar Suzanne Spears and members of the CFDA concerning issues with death certificates and transit permits. Mr. Malloy commented that the its is finally being recognized that current statues/regulations have become impractical in some instances. Current practice has outmoded current statutes. It was suggested that any issues or concerns be submitted to the Department's Government Relations Office for review.

B. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are five cases currently in various stages of investigation. Seven cases have been referred to the Department's legal office for further action.

Mr. Griffin introduced the Department's funeral home inspectors, Edward Bergen and Ronny Clinton to the Board.

IV. SCHEDULE HEARING DATE

The hearing in the matter of Michael Wade, Petition No. 2001-0627-030-007, will be scheduled for Tuesday, March 5, 2002, at the Department of Public Health.

V. ADJOURNMENT

Ms. Pinzi made a motion seconded by Mr. Geary that this meeting be adjourned at 10:17 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on April 30, 2002 at the Department of Public Health Complex, 410 Capitol Avenue, Conference Room C Building 470, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Timothy J. Geary
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: Jevera Hennessey, Esq.

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager
Gary J. Griffin, Investigations Supervisor
Stephen Carragher, Health Program Supervisor
Kathleen Boulware, Supervising Nurse Consultant
Henry Salton, Assistant Attorney General
Thomas Ring, Assistant Attorney General
Thomas Sadi, Assistant Attorney General
Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 9:10 a.m.

I. LEGAL OFFICE BUSINESS

A. Consent Order – Joseph Rubino, Petition No. 2000-0524-030-005

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Joseph Rubino, a licensed embalmer. Mr. Swan moved and Mr. Geary seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Consent Orders – Weinstein Mortuary - Petition No. 1999-0217-056-003

Morton Weinstein - Petition No. 2002-0319-030-010

Michael Weinstein - Petition No. 2002-0319-030-011

Paul Weinstein - Petition No. 2002-0319-030-012

Staff Attorney Leslie Scoville presented the Board with Consent Orders in the matters of Weinstein Mortuary; Morton Weinstein; Michael Weinstein; and Paul Weinstein. Attorney Daniel FitzMaurice was present on behalf of the respondent's. Assistant Attorney General Thomas Ring was present to provide counsel to the Board.

The engaged in extensive discussion with Attorney Scoville and Attorney FitzMaurice regarding the Consent Order in the matter of Weinstein Mortuary.

Ms. Pinzi made a motion, seconded by Mr. Geary, to enter executive session to obtain advice from Assistant Attorney General, Thomas Ring. The motion passed and the Board entered executive session from 10:03 a.m. to 10:28 a.m.

Following executive session the Board deferred further discussion regarding Weinstein Mortuary and reviewed Consent Orders for Morton Weinstein, Michael Weinstein, and Paul Weinstein.

Assistant Attorney General, Thomas Sadi, representing the Department of Consumer Protection which is a party to the investigations involving Weinstein Mortuary, addressed the Board regarding the monitoring and compliance issues set forth in the Consent Orders as well as civil penalties which are imposed..

The Consent Orders also provide for 30 day suspensions of the licenses of Morton Weinstein; Michael Weinstein; and Paul Weinstein according the following schedule.

Paul Weinstein - May 1, 2002

Morton Weinstein - May 31, 2002

Michael Weinstein - June 30, 2002

The Board was informed that monitoring of the terms set forth in the Consent Orders will be conducted by the Department of Public Health, Department of Consumer Protection and the Office of the Attorney General. Any violations of the Consent Orders would be referred, to the Board for adjudication.

Ms. Pinzi made a motion, seconded by Mr. Swan, to enter executive session to obtain advice from Assistant Attorney General, Thomas Ring. The motion passed and the Board entered executive session from 11:06 a.m. to 11:18 a.m.

Following executive session Ms. Pinzi made a motion seconded by Mr. Swan to approve the Consent Orders in the matters of Morton Weinstein, Michael Weinstein, and Paul Weinstein. The Motion passed unanimously. Ms. Pinzi signed the Consent Orders.

Ms. Pinzi made a motion, seconded by Mr. Geary to approve the Consent Orders in the matter of Weinstein Mortuary. The Motion passed unanimously. Ms. Pinzi signed the Consent Order.

The Board commented that the tireless work of the Department of Public Health, Department of Consumer Protection and the Office of the Attorney General in bringing this matter to resolution is much appreciated.

II. MINUTES – January 15, 2002

The Board reviewed the minutes of the January 15, 2002 meeting. Ms. Pinzi moved and Mr. Jowdy seconded that the minutes be approved with corrections of typographical errors. The motion passed unanimously.

III. OLD BUSINESS

Continuing Education

Proposed legislation, (Bill No. 582) that would require continuing education of embalmers and funeral directors, which is awaiting action in the legislature.

IV. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are thirteen cases currently in various stages of investigation. Ten cases have been referred to the Department's legal office for further action.

B. Funeral Home Inspections

Kathleen Boulware, Supervising Nurse Consultant , Department of Public Health reported that 268 of the 318 funeral homes in Connecticut have been inspected. The remainder should be completed by May 31, 2002 except for five that are under renovation which will be completed in July.

Ms. Boulware asked for the Board's input regarding a process where violation letters are issued if any problems are identified during the inspection of a funeral home. This would allow for any deficiencies to be corrected without the need for a formal investigation. A follow-up inspection would then be conducted to insure that any problems have been remedied. The Board concurs with this plan.

The Board commented that it would like to schedule a meeting to include the Department of Public Health Investigations Unit, Department of Public Health Government Relations Office, and the Connecticut Funeral Directors Association. The purpose of the meeting will be to discuss inspections of funeral homes and proposed inspections forms. The Board also wants to begin a review of the regulations which are of concern to the profession, inclusive of vital records regulations concerning death certificates and permits. Efforts will be made to schedule a meeting after the end of the current legislative session.

C. Embalmer Apprenticeship -Robert Smith

Stephen Carragher, Health Program Supervisor presented a request from Robert Smith (Apprentice Embalmer) for approval an apprenticeship program. In addition to the apprenticeship, Mr. Smith has other employment with the Town of Southington. Mr. Swan made a motion, seconded by Mr. Geary, to approve the apprenticeship program pursuant to §20-211-17 of the Regulations of Connecticut State Agencies. The motion passed unanimously.

D. Reinstatement Application - Genoveve Clark Williams

Stephen Carragher, Health Program Supervisor presented an application of Genoveve Clark Williams for reinstatement of her funeral directors license. Ms. Williams has not held a license for Twenty-five years. The Board recommends that Ms. Williams retake and pass the National and State examinations and complete a one year apprenticeship program. In addition, remedial education may be necessary pass the examinations.

E. Memorandum of Decision - Monica Hammie Richardson

The Board reviewed the Memorandum of Decision in the matter of Monica Hammie Richardson, Petition No. 2001-0628-030-008. All Board members were either present at the hearing or read the record in this case. Ms. Pinzi made a motion seconded by Mr. Geary to approve the Memorandum of Decision. The motion passed unanimously. Ms. Pinzi signed the Order.

V. ADJOURNMENT

Ms. Pinzi made a motion, seconded by Mr. Swan, that this meeting be adjourned at 12:30 p.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on July 9, 2002 at the Department of Public Health, 410 Capitol Avenue, Conference Room E 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Timothy J. Geary
Jevera Hennessey, Esq.
Daniel P. Jowdy, Embalmer

BOARD MEMBERS ABSENT: Richard C. Swan, Sr., Embalmer

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Joseph Oros, Government Relations, DPH
Gary J. Griffin, Investigations Supervisor, DPH
Stephen Carragher, Health Program Supervisor, DPH
Ronald Clinton, Inspector, DPH
Pamala Shaughnessey
Randy Malloy
Jed Lawrence
Mark Celentano
Lisa Fecke
Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 9:05 a.m.

I. MINUTES – April 30, 2002

The Board reviewed the minutes of the April 30, 2002 meeting. Ms. Pinzi moved and Mr. Geary seconded that the minutes be approved. The motion passed with all in favor except Ms. Hennessey who abstained.

II. NEW BUSINESS

Review of Permits

A lengthy discussion regarding death, burial and cremation permits took place between the Board, the Department of Public Health, and the Connecticut Funeral Directors Association (CFDA). Ms. Pinzi commented that the cremation permit is overly complicated. Pamala Shaughnessey stated that Town Clerks differ in whether all heirs of a deceased must sign consent for cremation. In addition the form is not available on line. Mr. Jowdy pointed out that the cremation permit asks for the address and phone number of custodians - some people are uncomfortable providing this information.

There are also problems with burial permits. A permit may be issued in one town but burial may take place in another town. The permits may not be returned to the issuing town thereby no record of the burial having taken place is on file with the issuing town.

As for the new death certificate, many nursing homes, hospice, and visiting nurse associations do not have the new forms.

There also exist inconsistencies with the various hospitals in Connecticut which causes delays. Some facilities will find a doctor to sign the death certificate, some hospitals will not and therefore will release bodies without a death certificate.

Another concerns about death certificates is with the design. Some lines on the certificate are not big enough for the required information nor does the bottom of the death certificate fit in a typewriter..

Ms. Pinzi indicated that Yale University has concerns pertaining to anatomical donations. The university requires bodies as quickly as possible after death. If a death occurs on a weekend, death certificates cannot be filed because town clerks' offices are closed. Because of this, compliance with the filing of death certificate before a removal is done has been a problem.

III. OLD BUSINESS

A. Funeral Home Inspections

The Board reviewed with the Department of Public Health a proposed checklist for funereal home inspections. Any additional comments and suggestions will be communicated to Karen Buckley-Bates by July 16, 2002. A copy of the checklist, agreed upon by the Board and the CFDA, was given to Karen Buckley-Bates.

Ronald Clinton, Inspector, Department of Public Health reported that one concern during inspections has been that satellite operations are falling short of requirements.

B. Funeral Director Licensure

Pamala Shaughnessey and Jed Lawrence raised the issue of funeral director licensure. There currently is a shortage of help in the funeral service industry. The CFDA proposes that more funeral director licenses need to be issued. It is also proposed that the requirements for licensure be increased. It is recommended that funeral directors have a 4 year degree, complete a one year apprenticeship, and pass a national and state examination. Currently §20-217 of the statutes requires "a program of education approved by the board with the consent of the Commissioner of Public Health." The Board would like to hear from Jennifer Filippone of the Department's licensure division as to whether this is interpreted to mean that the licensure requirements can be changed with out a legislative change. In addition, the Board wants to know what aspect of licensure and examination, if any, it has jurisdiction.

During this discussion, §20-220 of the statutes, the requirements for engaging in a funeral directing business was also reviewed. The Board feels that the wording of this statute is unclear. A request for an interpretation will be sent to Assistant Attorney General Richard Lynch. Specifically, the Board asks whether the language ". . . for which place of business there has been issued a certificate of inspection. . . ." applies to a funeral director who owns his own funeral directing business or if it only applies to an employee of a funeral directing business.

IV. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Ms. Pinzi, that this meeting be adjourned at 1:05 p.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 10, 2002 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Timothy J. Geary
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Gary J. Griffin, Investigations Supervisor, DPH
Leslie Scoville, Staff Attorney, Department of Public Health
Suzanne Spears, Registrar of Vital Records
Daniel Savino, Director, Vital Records

Jeffrey A. Kardys, Board Liaison

Chairperson Celia Pinzi called the meeting to order at 9:10 a.m.

I. MINUTES – July 9, 2002

The Board reviewed the minutes of the July 9, 2002 meeting. Mr. Swan moved and Mr. Jowdy seconded that the minutes be approved. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Home Inspections

Karen Buckley-Bates, Legislative Liaison, Department of Public Health Office of Government Relations reported that the Department is still working developing the forms which will be used by Department inspectors. Ms. Pinzi commented the review of pre-need material should be part of the inspections.

At the last meeting the Board indicated it would send a request to Assistant Attorney General Richard Lynch for an interpretation of statutes relating the inspection certificates.

Assistant Attorney General Rosemary McGovern sent informal advice to the board regarding this issue.

B. Ms. Buckley-Bates reported on other issues which were discussed at the July meeting.

Cremation Permits

The areas of concern discussed at the last meeting would require legislative changes. The Board commented that the August 8, 2002 letter sent to the towns by Suzanne Spears, Registrar of Vital Records clarified a number of issues.

Death Certificates

Modifications are being made to make the death certificates more user friendly. The Department has initiated discussion with the Connecticut Hospital Association concerning the issue of physicians being available to sign death certificates.

Funeral Director Licensure

The Department is still researching this issue to determine if a statutory change is required. The Board stated that the information from the Department is necessary regarding the funeral director licensure proposal of the Connecticut Funeral Directors Association. The Board commented that it has not taken a position on the licensure proposal as of yet.

Burial Permits

Suzanne Spears stated that any changes discussed by the Board would require legislative action. Daniel Savino, Director, Vital Records reported that an advisory group will be formed to discuss implementation on an electronic death certificate registration system. It is hoped that discussions will begin in early 2003.

III. NEW BUSINESS

Monitoring and Compliance

Richard Goldman, Paralegal Specialist II, Department of Public Health provided the Board with a report on licensees currently on probation and being monitored by the Department.

Crematories

Gary Griffin, Investigations Supervisor reported that the Department will soon begin inspections of crematories. Effective October 1, 2002 crematories will be inspected annually by the Department. A copy of the inspection form was shared with the Board.

The Board reviewed a copy of the Model Cremation Law of the Cremation Association of North America as modified by the National Funeral Directors Association. A copy was provided to the Department of Public Health.

IV. LEGAL OFFICE BUSINESS

A. Consent Order – Gilbert Spencer, Petition No. 2001-0531-030-006

Staff Attorney Leslie Scoville presented the Board with a Consent Order in the matter of Gilbert Spencer, a licensed embalmer. Mr. Jowdy moved and Mr. Geary seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Consent Order – Glastonbury Funeral Home, Petition No. 2000-0531-056-005

Staff Attorney Leslie Scoville presented the Board with a Consent Order in the matter of Glastonbury Funeral Home, Glastonbury, Connecticut. Mr. Jowdy moved and Mr. Geary seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Ms. Pinzi, that this meeting be adjourned at 10:30 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on November 12, 2002 at the Department of Public Health, 410 Capitol Avenue, Conference Room E, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: Timothy J. Geary

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Supervising Nurse Consultant
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergen, Department of Public Health
John Casio, Connecticut Funeral Directors Association
Pamala Shaughnessey Connecticut Funeral Directors Association
John Zaleski, Connecticut Funeral Directors Association
Michael Dugan, Connecticut Funeral Directors Association

Chairperson Celia Pinzi called the meeting to order at 9:17 a.m.

I. MINUTES – September 10, 2002

The Board reviewed the minutes of the September 10, 2002 meeting. Ms. Pinzi moved and Mr. Jowdy seconded that the minutes be approved as edited. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Home Inspections

A lengthy discussion took place regarding a funeral home inspection form. The Connecticut Funeral Directors Association (CFDA) and the Department of Public Health have been working on this matter but a final inspection form is not complete.

During this discussion Mr. Jowdy made a motion, seconded by Mr. Swan, recommending that the Department of Public Health pursue legislation that would allow the Department inspectors to review areas of the funeral industry regulated by the Department of Consumer Protection, and that any violation of Consumer Protection statutes/regulations would be grounds for licensure disciplinary action. The motion passed unanimously.

B. Funeral Director Licensure

There was lengthy discussion regarding this matter. The Board has previously indicated it has not taken a formal position on this issue. The CFDA is free to pursue a legislative change on its own. Mr. Jowdy made a motion, seconded by Mr. Swan, that further discussion be tabled and that the Department of Public Health, the CFDA and Board members get together in a workshop in an attempt to reach a mutual agreement. The motion passed unanimously. Dates for a workshop were proposed.

III. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are sixteen cases currently in various stages of investigation. Three of these cases have been referred to the Department's legal office for further action.

B. Food and Beverages in Funeral Homes

The Department of Public Health and CFDA are reviewing a proposal which would allow the serving of food and beverages in funeral homes. The Board may offer its comments on proposed legislation.

C. Cremation Permits

A copy of the new cremation permits were distributed to the Board and the CFDA.

D. Memorandum of Decision - Michael Wade

The Board reviewed the Memorandum of Decision in the matter of Michael Wade, Petition No. 2001-0627-030-007. All Board members were either present at the hearing or read the record in this case.. Mr. Jowdy made a motion seconded by Mr. Swan to approve the Memorandum of Decision in this matter. The motion passed unanimously. Ms. Pinzi signed the Order.

E. Meeting Dates 2003

The following meeting dates have been scheduled for the year 2003:

March 4, 2003

June 10, 2003

September 16, 2003

November 4, 2003

All meetings will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

IV. ADJOURNMENT

Ms. Pinzi made a motion, seconded by Mr. Swan, that this meeting be adjourned at 12:07 p.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on February 6, 2003 at the Department of Public Health, 410 Capitol Avenue, Conference Room E, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer

BOARD MEMBERS ABSENT: Timothy J. Geary

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Michael Dugan, Connecticut Funeral Directors Association

Chairperson Celia Pinzi called the meeting to order at 9:13 a.m.

I. OLD BUSINESS

A. Funeral Director Licensure

Michael Dugan, representing the Connecticut Funeral Directors Association (CFDA), presented a formal proposal for the Board's consideration regarding licensure of Funeral Directors.

It was suggested that a workgroup to include the Board, the Department of Public Health, and the CFDA will meet prior to the June 10, 2003 Board meeting to further discuss the proposal. During this discussion issues regarding the National Board exam were raised.

Mr. Jowdy commented that the industry needs to make the pay scale for funeral directors more competitive so as to attract more candidates.

B. Funeral Home Inspections

Gary Griffin, Investigation Supervisor, provided an update on the inspections of funeral homes being conducted by the Department of Public Health, including new funeral homes which have been inspected and approved.

Mr. Griffin reported that due to State layoffs, one of the two department inspector positions has been eliminated.

During this discussion Mr. Jowdy made a motion, seconded by Mr. Swan, to ask for an opinion from the Assistant Attorney General regarding the issue of Department of Public Health inspectors, as part of annual funeral home inspections, having the authority to review areas of the funeral industry regulated by the Department of Consumer Protection. The motion passed unanimously. Ms. Pinzi will draft a request which will be forwarded to the office of Richard Lynch, Assistant Attorney General.

Mr. Griffin reported that the Department of Public Health currently has 18 open cases regarding embalmers, funeral directors an/or funeral homes. 3 of these cases have been referred to the Department's Legal Office for further action.

II. LEGAL OFFICE BUSINESS

A. Barbara Ann Dougiello - Petition No. 2001-0905-030-014

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Barbara Ann Dougiello, a licensed embalmer. Ms. Pinzi moved and Mr. Swan seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Fairfield Funeral Home of Edmund Dougiello - Petition No. 2001-0905-056-014

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Fairfield Funeral Home of Edmund Dougiello, Fairfield, Connecticut. Ms. Pinzi moved and Mr. Swan seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

III. NEW BUSINESS

Memorandum of Decision - Edward Zigas

The Board reviewed the Memorandum of Decision in the matter of Edward Zigas, Petition No. 2001-0327-030-014. All Board members were either present at the hearing or read the record in this case. Mr. Swan made a motion seconded by Mr. Jowdy to approve the Memorandum of Decision in this matter. The motion passed unanimously. Ms. Pinzi signed the Order.

IV. MINUTES – November 12, 2002

The Board reviewed the minutes of the November 12, 2002 meeting. Mr. Jowdy moved and Mr. Swan seconded that the minutes be approved as edited. The motion passed unanimously.

V. ADJOURNMENT

Ms. Pinzi made a motion, seconded by Mr. Swan, that this meeting be adjourned at 11:35 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on June 24, 2003 at the Department of Public Health, 410 Capitol Avenue, Conference Room E, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Richard C. Swan, Sr., Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Joseph Oros, Government Relations, DPH
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, Department of Public Health
Michael Dugan, Connecticut Funeral Directors Association
John Casio, Connecticut Funeral Directors Association

Chairperson Celia Pinzi called the meeting to order at 9:15 a.m.

I. MINUTES – February 6, 2003

The Board reviewed the minutes of the February 6, 2003 meeting. Mr. Jowdy moved and Mr. Swan seconded that the minutes be approved as edited. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Director Licensure

The Board engaged in continued discussion with Michael Dugan and John Casio, representing the Connecticut Funeral Directors Association (CFDA), regarding licensure of Funeral Directors.

A deliberate course of action is necessary.

The Board signed a letter addressed to Joxel Garcia, MD, Commissioner, Department of Public Health concerning this issue.

Public Member John Sterry arrived at 10:00 a.m.

III. NEW BUSINESS

A. Legislation/Regulations

Joseph Oros, Government Relations, Department of Public Health provided an update on the past legislative session and also discussed proposed regulation changes regarding “food service.”

The Board commented that it would like regular updates, from the Office of Government Relations, throughout the year concerning proposed legislation.

B. Embalmer Practical Examination

Ms. Pinzi moved and Mr. Jowdy seconded that the following individuals be added to the list of persons authorized to administer the embalmer practical examination:

Richard C. Swan, Sr.

D. Scott Griffith

William R. Molloy

Daniel Sefcik, Sr.

At the meeting scheduled for September 16, 2003, the Board would like the Department of Public Health and the examiners to be present to discuss any examination issues and to ensure that the examiners all have up to date materials.

IV. ADDITIONAL AGENDA ITEM

Mr. Jowdy provide a copy of a letter from Edgar Rodriguez, Funeraria Luz de Paz, Bridgeport Connecticut. In the letter Mr. Rodriguez states that his name and license number have been fraudulently used by persons unknown to him when completing information on death certificates. The Board referred this matter to the Department of Public Health for investigation.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Swan, that this meeting be adjourned at 11:15 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 16, 2003 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer

BOARD MEMBERS ABSENT: Peter V. Hansen, Embalmer
John B. Sterry

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Services Manager, DPH
Stephen Carragher, Health Program Supervisor, DPH
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, Department of Public Health

Chairperson Celia Pinzi called the meeting to order at 9:15 a.m.

I. MINUTES – June 24, 2003

Due to the lack of a quorum the minutes of the June 24, 2003 meeting were not reviewed

II. NEW BUSINESS

A. Embalmer Practical Examinations

The Board discussed procedures for the administration of the embalmer practical examination.

- Examinations should be scheduled at the convenience of the examiner.
- For applicants doing apprenticeships in a bordering state, examinations should be administered in Connecticut only.
- Examinations should not be administered in the funeral home where the examiner is employed.
- An embalming report should be completed and sent to the Department of Public Health for candidates who do not pass the examination. A copy of the embalming report should be maintained by the examiner.
- Examiners should determine the identity of the applicant and should maintain a copy of the applicants drivers license and apprentice certificate.
- Examiners should obtain proof that the applicant has completed the 50 body requirement.

The Department of Public Health will post an updated examiner list on its website.

B. Reinstatement Request - Dante S. Rodino

Stephen Carragher, Health Program Supervisor, Department of Public Health presented an embalmer reinstatement application for Dante S. Rodino. The Board recommends that Mr. Rodino retake the embalming practical and state law examinations.

C. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 14 cases currently in various stages of investigation and that 4 additional cases have been referred to the Department's legal office for further action.

III. ADDITIONAL AGENDA ITEM

A. Death Certificates

Discussion was held regarding changes which are to be made to the death certificates. During this discussion Mr. Jowdy presented proposed language changes to § 7-69. Removal of body from one town to another, and § 20-212. Embalming, care and disposal of bodies restricted.

B. Reschedule November 2003 meeting.

The November 2003 meeting will be changed from Tuesday the 4th to Thursday the 6th.

IV. OLD BUSINESS

A. Funeral Director Licensure

The Board reviewed information from Jennifer Filippone, Public Health Services Manager, Department of Public Health.

At its November 6, 2003 meeting the Board will consider a proposal that applicants for funeral director licensure must pass the arts section of the National Board Examination.

The Board will also present the Department of Public Health with a letter identifying an approved educational program.

VI. LEGAL OFFICE BUSINESS

Frank Polke - Petition No. 2001-0925-030-016

Frank Polke and Son Funeral Home, Inc. - Petition No. 2002-0211-056-003

The Board reviewed the proposed Consent Order in these matters. The Board will vote on both consent orders at the November 6, 2003 meeting.

VII. ADJOURNMENT

This meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on November 6, 2003 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager, DPH
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, Department of Public Health
Michael Dugan, Connecticut Funeral Directors Association
John Casio, Connecticut Funeral Directors Association
Randy Malloy

Chairperson Celia Pinzi called the meeting to order at 9:15 a.m.

Mr. Hansen was welcomed to his first meeting as member of the Board.

I. MINUTES

The Board reviewed the minutes of the June 24, 2003 and September 16, 2003 meetings. Mr. Jowdy moved and Ms. Pinzi seconded that the minutes be approved. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Director Licensure

The Board reviewed a proposal that applicants for funeral director licensure must pass the arts section of the National Board Examination. Mr. Sterry made a motion, seconded by Mr. Hansen, to adopt the Department of Public Health recommendation that applicants for funeral director licensure in Connecticut pass the arts section of the National Board Examination with a score of 75.

Mr. Hansen made a motion, seconded by Mr. Sterry, that the Board issue a memorandum to Norma Gyle, RN, PhD, Acting Commissioner, Department of Public Health recommending the following educational requirements for funeral director licensure.

- (1) Completion of an associate's degree in mortuary science from an educational institution accredited by the American Board of Funeral Service Education; or
- (2) Completion of a minimum of (a) an associates degree from a regionally accredited institution of higher education; and (b) twenty-four additional semester hours, from regionally accredited institution of higher education or an educational institution accredited by the American Board of Funeral Service Education, in content areas related to funeral service.

The motion passed unanimously.

B. Legislation/Regulations

A legislative work group meet at the offices of the Connecticut Funeral Directors Association (CFDA), on October 14, 2003. Another meeting is scheduled at the CFDA for November 12, 2003 at 2:00 p.m. One of the topics to be pursued will be certification of death by a registered nurse or an advanced practice registered nurse.

C. Food and Beverage Regulations

There was much discussion regarding a proposed regulation change, which would allow food and beverages to be served in funeral homes. A public hearing on this issue is scheduled for Friday, November 14, 2003 at the Department of Public Health.

D. Death Certificates

Karen Buckley-Bates, Government Relations, Department of Public Health reported that changes to the death certificate are still being worked on.

III. ADDITIONAL AGENDA ITEM

Continuing Education

Jennifer Filippone, Public Health Services Manager, Department of Public Health reported that a notice will be going out to licensees, with their renewal application, explaining the continuing education requirement.

IV. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 11 cases currently in various stages of investigation. 9 cases have been referred to the Department's legal office for further action.

Kathleen Boulware, Supervising Nurse Consultant, Department of Public Health reported that in 10 circumstances, violation letters have been issued following annual inspections.

B. Meeting Dates 2004

The following meeting dates have been scheduled for the year 2004:

February 24, 2004

June 8, 2004

September 14, 2004

November 9, 2004

All meetings will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

V. LEGAL OFFICE BUSINESS

A. Frank Polke - Petition No. 2001-0925-030-016

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Frank Polke, a licensed embalmer. Ms. Pinzi moved and Mr. Sterry seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Frank Polke and Son Funeral Home, Inc. - Petition No. 2002-0211-056-003

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Frank Polke and Son Funeral Home, Inc. Ms. Pinzi moved and Mr. Hansen seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

C. Lillard R. Lewis, Sr. - Petition No. 2002-012-030-002

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of Lillard Lewis, Sr., a licensed embalmer. Mr. Sterry moved and Ms. Pinzi seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

D. L. R. Lewis Funeral Home, Inc. - Petition No. 2002-0123-056-002

Staff Attorney Ellen Shanley presented the Board with a Consent Order in the matter of L. R. Lewis Funeral Home, Inc. Mr. Hansen moved and Ms. Pinzi seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

VI. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Sterry, that this meeting be adjourned at 11:50 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on February 24, 2004 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager, DPH
Jeffrey A. Kardys, Board Liaison
Peter Brown, Assistant Attorney General
Gary J. Griffin, Investigations Supervisor, DPH
Ellen Shanley, Staff Attorney, DPH
Edward Bergin, DPH
Stanley Peck, Director, Legal Office, DPH
John Casio, Connecticut Funeral Directors Association

Chairperson Celia Pinzi called the meeting to order at 9:00 a.m.

I. MINUTES

The Board reviewed the minutes of the November 6, 2003 meeting. Mr. Hansen moved and Mr. Jowdy seconded that the minutes be approved. The motion passed unanimously.

II. OLD BUSINESS

A. Death Certificates

Karen Buckley-Bates, Government Relations, Department of Public Health reported that a new version of the death certificate will be effective on March 1, 2004. Copies were provided to the Board. Town clerks and hospitals have been notified of the changes. Town clerks have been asked to acknowledge receipt of notice of the revised death certificates.

The Connecticut Funeral Directors Association (CFDA) will hold informational seminars regarding changes to the death certificates.

It was suggested that the Department of Public Health Vital Records office prepare directions on to properly complete a death certificates.

B. Food and Beverage Regulations

Food and Beverage Regulations - Karen Buckley-Bates, Government Relations, Department of Public Health reported that public comments and suggested revisions to the proposed regulations are under review.

D. Cremations Certificates

Crematory will be listed as place of final disposition on Cremation Certificates.

III. NEW BUSINESS

A. Funeral Processions

Legislation is being pursued, which the CFDA is supporting, that would allow for the right of way of funeral processions. The CFDA has had discussions with the Department of Transportation and the Department of Motor Vehicles regarding this issue

B. Continuing Education

Jennifer Filippone, Public Health Services Manager, Department of Public Health reported that a notice has gone out to licensees, with their renewal application, explaining the continuing education requirement. Continuing education information is available through the CFDA and on the internet.

C. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 6 cases currently in various stages of investigation. 9 cases have been referred to the Department's legal office for further action.

The Board requests that it be given an update at the June 204 meeting as to the status of licensees that are on probation.

IV. LEGAL OFFICE BUSINESS

A. Yvette Hampton - Petition No. 2001-0925-030-016

Stanley Peck, Director, Legal Office, Department of Public Health, presented the Board with a Consent Order in the matter of Yvette Hampton, a licensed embalmer. Mr. Jowdy moved and Mr. Hansen seconded that the Board approve this Consent Order. The motion passed with Mr. Hansen, Mr. Jowdy and Mr. Sterry voting in favor, Ms. Pinzi was opposed. The Order was signed by Ms. Pinzi.

B. Robert E. Kiniry – Petition No. 2003-0619-030-004

Haffey-Lyons and Kiniry Funeral Home – Petition No. 2003-0619-056-005

Staff Attorney Ellen Shanley presented the Board with Motions for Summary Suspension in both these matters. Neither Respondent nor his attorney was present. A written objection, filed by respondent, to the motions for summary suspension was provided to the Board.

Assistant Attorney General Peter Brown was present to provide counsel to the Board.

Mr. Jowdy made a motion seconded by Mr. Hansen to enter executive session to obtain legal advice from the Assistant Attorney General. The motion passed unanimously and the Board went into executive session from 10:55 a.m. to 11:15 a.m.

Following executive session Mr. Jowdy made a motion seconded by Mr. Sterry to reject respondent's object to the motion for Summary Suspension. The motion passed unanimously.

Ms. Pinzi, citing an immediate need to protect the welfare of the public, made a motion, seconded by Mr. Hansen, to grant the motions for Summary Suspension in both these matters. The motion to grant the Summary Suspensions passed unanimously. Ms. Pinzi signed the Summary Suspension Orders and Notice of Hearing. A hearing is scheduled for March 8, 2004.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Hansen, that this meeting be adjourned at 11:20 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on June 8, 2004 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager, DPH
Jeffrey A. Kardys, Board Liaison
Peter Brown, Assistant Attorney General
Gary J. Griffin, Investigations Supervisor, DPH
Ellen Shanley, Staff Attorney, DPH
Edward Bergin, DPH

Chairperson Celia Pinzi called the meeting to order at 9:07 a.m.

I. MINUTES

The Board reviewed the minutes of the February 24, 2004 meeting. Mr. Hansen moved and Mr. Sterry seconded that the minutes be approved. The motion passed unanimously.

II. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 9 cases currently in various stages of investigation. 9 cases have been referred to the Department's legal office for further action.

Mr. Griffin also reported on a new funeral home and cremation service that have begun operations and on a change of ownership for a funeral home and cremation service.

B. Licenses on Probation

Bonnie Pinkerton, RN, Health Systems Regulation reported that there are 5 embalmers currently on probation that are being monitored by the Department of Public Health. Of these, one has been referred to the Department's Legal Office because of probation violation issues.

C. Schedule Hearing Date

The Board reviewed the Statement of Charges filed in the matter of Paul Moraski, Petition No. 2002-0530-030-019. A hearing will be scheduled for September 14, 2004.

III. OLD BUSINESS

A. Legislation/Regulations

Copies of Public Act 04-255 An Act Concerning Funeral Directors and Vital Records and Public Act 04-233 An Act Concerning Funeral and Burial Plot Allowances were provided to the Board for review.

There was much discussion with Karen Buckley-Bates, Government Relations, Department of Public Health and Jennifer Filippone, Public Health Services Manager, Department of Public Health regarding P.A. 04-255.

B. Death Certificates

Karen Buckley-Bates reported that 70,000 new death certificates have been ordered and distributed by the Vital Records division of the Department. The Board reviewed a March 15, 2004 letter from Vital records to registrars and town clerks concerning the new death certificates.

C. Food and Beverage Regulations

Karen Buckley-Bates reported that public comments and suggested revisions to the proposed regulations are under review.

For the meeting scheduled for September 14, 2004 the Board would like to discuss Funeral Director Licensing Requirements.

IV. LEGAL OFFICE BUSINESS

A. Arthur Geiger – Petition No. 2002-0307-030-008

Ms. Pinzi made a motion, seconded by Mr. Jowdy, to add the matter of a Department of Public Health motion to withdraw Statement of Charges to the agenda. The motion passed unanimously. Staff Attorney Ellen Shanley presented the Board with a motion to withdraw statement of charges in the matter of Arthur Geiger. Mr. Hansen made a motion, seconded by Mr. Sterry, to grant the Department's motion to withdraw the Statement of Charges. The motion passed unanimously.

B. William Iovanne - Petition No. 2004-0530-030-018

Staff Attorney Diane Wilan, presented the Board with a Consent Order in the matter of William Iovanne, a licensed embalmer. Mr. Hansen moved and Mr. Sterry seconded that the Board approve this Consent Order. The motion passed with Ms. Pinzi, Mr. Hansen, and Mr. Sterry voting in favor, Mr. Jowdy was opposed. The Order was signed by Ms. Pinzi.

C. Brian Havens - Petition No. 2002-0523-030-017

Staff Attorney Ellen Shanley, presented the Board with a Consent Order in the matter of Brian Havens, a licensed embalmer. Mr. Hansen moved and Mr. Sterry seconded that the Board approve this Consent Order. The motion passed with Ms. Pinzi, Mr. Hansen, and Mr. Sterry voting in favor, Mr. Jowdy was opposed. The Order was signed by Ms. Pinzi.

D. Robert E. Kiniry – Petition No. 2003-0619-030-004

Haffey-Lyons and Kiniry Funeral Home – Petition No. 2003-0619-056-005

Mr. Jowdy made a motion, seconded by Mr. Hansen, to add the review of proposed Consent Orders in the matters of Robert E. Kiniry and the Haffey-Lyons and Kiniry Funeral Home to the agenda. The motion passed unanimously.

Staff Attorney Ellen Shanley presented the Board with Consent Orders in both these matters. Respondent was present with attorney David Atkins. Assistant Attorney General Peter Brown was present to provide counsel to the Board.

The Board reviewed the proposed Consent Orders and discussed the requirements concerning trustees to oversee the transfer of pre-need files. The Board recommended that there be at least three Board/Department approved trustees.

Mr. Sterry made a motion, seconded by Mr. Hansen, that the Board approve both Consent Orders with the changes recommended by the Board. The motion passed unanimously. Ms. Pinzi signed both Orders.

V. **ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Sterry, that this meeting be adjourned at 11:53 a.m.
The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 14, 2004 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Stephen Carragher, Health Program Supervisor, DPH
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Supervising Nurse Consultant
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, DPH

Chairperson Celia Pinzi called the meeting to order at 9:08 a.m.

I. MINUTES

The Board reviewed the minutes of the June 8, 2004 meeting. Mr. Jowdy moved and Mr. Hansen seconded that the minutes be approved. The motion passed unanimously.

II. OLD BUSINESS

A. Funeral Director Licensure

Karen Buckley-Bates, Legislative Liaison, Department of Public Health Office of Government Relations commented that a workgroup needs to be formed to review and propose changes to the current licensure regulations. Ms. Pinzi and Mr. Jowdy will represent the Board on the this workgroup.

Mr. Sterry arrived at 9:20 a.m.

B. Department of Public Health Update

Robert E. Kiniry – Petition No. 2003-0619-030-004

Haffey-Lyons and Kiniry Funeral Home – Petition No. 2003-0619-056-005

Kathleen Boulware, Supervising Nurse Consultant reported that the pre-need accounts have not yet been dispersed to trustees for oversight. Ms. Boulware also reported that the matter of Mr. Kiniry has been referred to the Office of the State's Attorney.

C. Funeral Home Inspections

Edward Bergin reported that the most recent round of inspections have gone smoothly. There have been no complaints from funeral home operators concerning the inspection process. There was discussion regarding review of continuing education compliance as part of the funeral home inspection process. No action at this time as a result of this discussion.

III. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 9 cases currently in various stages of investigation. 5 cases have been referred to the Department's legal office for further action.

Mr. Griffin also reported on anew funeral home and cremation service that that have begun operations and on a change of ownership for a funeral home and cremation service.

B. Legislation Effective October 1, 2004

There was discussion regarding the legislation that takes effect on October 1, 2004. Mr. Michael Dugan reported that the Connecticut Funeral Directors Association has been holding seminars through out the state regarding the legislative changes. It was requested that links to the new legislation be made available at Department of Public Health web site. It is hoped that a Board web page will be functioning by the end of the week.

Karen Buckley-Bates, Legislative Liaison reported that the proposed food and beverage regulations are scheduled to be submitted to the Office of the Attorney General for review and then to the Legislature's Regulations Review Committee. There again was much discussion concerning these regulations.

IV. ADJOURNMENT

Mr. Sterry made a motion, seconded by Mr. Jowdy, that this meeting be adjourned at 10:53 a.m. The motion passed unanimously.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on November 9, 2004 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer

BOARD MEMBERS ABSENT: Peter Hansen, Embalmer
John B. Sterry

ALSO PRESENT: Karen Buckley-Bates, Government Relations, DPH
Jennifer Filippone, Public Health Services Manager, DPH
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, DPH

Chairperson Celia Pinzi called the meeting to order at 9:15 a.m.

I. MINUTES

Due the lack of quorum, the minutes of the September 14, 2004 meeting were not reviewed.

II. OLD BUSINESS

Food and Beverage Regulations

The Board heard numerous comments from various individuals concerning their views as to the proposed regulation change that would allow food and beverages to be served in funeral homes. Mr. Jowdy indicated that he did an informal survey of Connecticut funeral homes – an overwhelming majority is opposed to the proposed regulation change.

The Board will schedule a meeting for sometime in December to discuss whether it will send a letter to the Regulations Review Committee of the Legislature.

III. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 3 cases currently in various stages of investigation. 9 cases have been referred to the Department's legal office for further action.

Mr. Griffin also reported that the Department has been receiving phone calls from consumers who have given money to Robert Kiniry for pre-need accounts but the funds are missing. The Office of the Chief State's Attorney has been consulted regarding these complaints.

A. Scheduled meeting dates for 2005

The following meeting dates have been scheduled for the year 2005:

February 8, 2005

May 10, 2005

September 13, 2005

November 15, 2005

All meetings will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

B. Scheduled meeting date for December 2004

The Board will hold a meeting on Thursday, December 9, 2004 at 9:00 a.m. at the Department of Public Health during which it will discuss sending a letter to the Regulations Review Committee.

IV. ADJOURNMENT

The meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on December 9, 2004 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager, DPH
Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, DPH
M. J. McCarthy, Assistant Attorney General

Chairperson Celia Pinzi called the meeting to order at 9:06 a.m.

I. MINUTES

The minutes of the September 14, 2004 and November 9, 2004 meetings were reviewed. Mr. Sterry made a motion, seconded by Mr. Hansen, to approve the minutes. The motion passed unanimously

II. OLD BUSINESS

Food and Beverage Regulations

Mr. Sterry made a motion, seconded by Mr. Hansen, to enter executive session to obtain legal advice from the Assistant Attorney General. The motion passed unanimously.

The Board entered executive session from 9:08 a.m. to 9:28 a.m.

Following executive session, Mr. Sterry made a motion that the Board send a letter to the Legislature's Regulations Review Committee and to the Department of Public Health expressing the Board's opinion regarding the proposed regulation change allowing food and beverage to be served in funeral homes. The motion was seconded by Mr. Jowdy and passed unanimously. Mr. Sterry indicated that he is not in favor of the proposed changes because they are not clear as to what is allowed.

Mr. Hansen indicated that he is not in favor of the regulation change in that a majority of the funeral homes in Connecticut are opposed to the change.

Mr. Jowdy stated he is opposed to the regulations change as drafted. The proposal is not specific as to what is and is not allowed to be served. Mr. Jowdy indicated this may be a good idea in the future.

Ms. Pinzi also expressed her opposition. She stated the proposed changes are overly broad and needs clarification. She also stated that the Funeral industry has not been given enough information as to what is and is not allowed. She would consider supporting a change in the future if clarified.

Mr. Jowdy made a motion, seconded by Mr. Sterry, that Ms. Pinzi draft a letter on behalf of the Board. The motion passed unanimously.

The draft will be reviewed by the Board members prior to being sent to the Regulations Review Committee and to the Department of Public Health

III. LEGAL OFFICE BUSINESS

A. Joseph Fulton– Petition No. 2004-0803-030-009

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Joseph Fulton, a licensed embalmer. Mr. Jowdy moved and Mr. Hansen seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Cathy Klein – Petition No. 2004-0707-030-006

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Cathy Klein, a licensed embalmer. Attorney Joan Feldman was present on behalf of Ms. Klein. Mr. Jowdy moved and Mr. Hansen seconded that the Board approve this Consent Order. The motion failed in that Board members voted unanimously to oppose the motion to approve. The Board suggests that a period of probation would be appropriate in this matter..

C. Jason Godbout – Petition No. 2004-0707-000-038

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Jason Godbout. Attorney Joan Feldman was present on behalf of Mr. Godbout. M. Pinzi moved and Mr. Jowdy seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi. The Board requests that a copy of the Consent Order be sent to the State of Rhode Island where Mr. Godbout is an embalmer apprentice.

D. Gilman Funeral Home – Petition No. 2004-0707-056-003

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Gilman Funeral Home, Grosvenordale, Connecticut. Attorney Joan Feldman was present on behalf of Gilman Funeral Home. Mr. Hansen moved and Mr. Jowdy seconded that the Board approve this Consent Order. The motion failed in that Board members voted unanimously to oppose the motion to approve. The Board recommends that an increase in a proposed civil penalty to \$2000.00 would be appropriate in this matter.

IV. ADJOURNMENT

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on February 8, 2005 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager, DPH
Karen Buckley-Bates, Legislative Liaison DPH
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, DPH
Ellen Shanley, Staff Attorney DPH
Diane Wilan, Staff Attorney DPH
John Casio
Michael Dugan
John Zaleski

Chairperson Celia Pinzi called the meeting to order at 9:10 a.m.

I. MINUTES

The minutes of the December 9, 2004 meeting was reviewed. Ms. Pinzi made a motion, seconded by Mr. Hansen, to approve the minutes. The motion passed unanimously

II. OLD BUSINESS

Robert Kiniry - Revoked

Kathleen Boulware, Public Health Services Manager reported that the matter of Mr. Kiniry is being reviewed by the Office of the State's Attorney. It has been discovered that there are additional pre-need accounts that are missing funds.

III. NEW BUSINESS

A. James Sanders

Kathleen Boulware, Public Health Services Manager provided the Board with a synopsis regarding the license status of James Sanders, No. 002055. Ms. Boulware reported that Mr. Sanders failed to comply with the conditions regarding the reinstatement of his license, therefore, his license was rescinded by the Department of Public Health

B. Funeral Home Inspection Forms

Kathleen Boulware, Public Health Services Manager provided the Board with a copy of a revised inspection form. Mr. Sterry made a motion, and Mr. Hansen seconded, to adopt the revised inspection form.

During discussion, there were questions as to whether prices for funeral services are guaranteed with prepaid accounts. The Connecticut Funeral Directors Association is of the opinion that prices are not guaranteed. The Department of Public Health will research this issue. The Office of the Attorney General may have to be contacted to determine if this is addressed in the General Statutes.

C. Proposed Legislation

Various bills proposed during this years legislative session were reviewed, inclusive, disposition of unclaimed remains, continuing education, flashing light for funeral professions.

Michael Dugan reported that the Connecticut Bar Association propose legislation regarding the care, control and custody of cremated remains.

During discussion the Board requested that a representative from the Vital Records Section of the Department of Public Health come to the May 2005 meeting to discuss issues with the various certificates and permits that are used by embalmers and funeral directors.

D. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 8 cases currently in various stages of investigation. 5 cases have been referred to the Department's legal office for further action.

IV. LEGAL OFFICE BUSINESS

A. Carolyn Szymaszek – Petition No. 2003-0804-030-005

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Carolyn Szymaszek, a licensed embalmer at the Beecher and Bennett Funeral Home, Hamden, Connecticut. Mr. Hansen moved and Mr. Sterry seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi. The Department reported that a violation letter was sent to the Funeral Home in this matter.

B. Cathy Klein – Petition No. 2004-0707-030-006

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Cathy Klein, a licensed embalmer. Attorney Joan Feldman was present with Ms. Klein. The Board reviewed this matter at its December 9, 2004 meeting and suggested revisions to the proposed order.

Mr. Hansen moved and Mr. Sterry seconded that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

V. ADJOURNMENT

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on May 10, 2005 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: Peter Hansen, Embalmer

ALSO PRESENT: Jennifer Filippone, Public Health Services Manager, DPH
Karen Buckley-Bates, Legislative Liaison DPH
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager
Gary J. Griffin, Investigations Supervisor, DPH
Elizabeth Frugale, Vital Records Section, DPH
Ellen Shanley, Staff Attorney DPH
Diane Wilan, Staff Attorney DPH
John Casio, Connecticut Funeral Directors Association
Michael Dugan, M. P. Guinan Associates

Chairperson Celia Pinzi called the meeting to order at 9:00 a.m.

I. MINUTES

The minutes of the February 8, 2005 meeting was reviewed. Mr. Jowdy made a motion, seconded by Ms. Pinzi, to approve the minutes. The motion passed unanimously

II. LEGAL OFFICE BUSINESS

A. Gilbert Spencer – Petition No. 2004-0223-030-002

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Gilbert Spencer, a licensed embalmer. Mr. Spencer was present. Ms. Pinzi moved, and Mr. Jowdy seconded, that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. Robert Sullivan, Jr. – Petition No. 2004-0209-030-001

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Robert Sullivan, Jr., a licensed embalmer. Mr. Sullivan was present. Ms. Pinzi moved, and Mr. Jowdy seconded, that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

III. NEW BUSINESS

A. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 9 cases currently in various stages of investigation. 4 cases have been referred to the Department's legal office for further action.

Mr. Griffin also reported on new funeral homes that have started business and changes of ownership of some exiting funeral homes.

IV. OLD BUSINESS

A. Robert Kiniry - Revoked

Kathleen Boulware, Public Health Services Manager reported that Mr. Kiniry has recently been arrested. The Office of the State's Attorney is continuing its investigation of Mr. Kiniry.

B. Certificates/Permits

Elizabeth Frugale, Vital Records Section, Department of Public Health was present for this discussion.

Ms. Frugale reported that changes to the death certificate are being considered to make more user friendly. Changes to the cremation permit may also be necessary depending on whether pending legislation regarding cremated remains passes in the legislature.

C. Funeral Director Licensure

Stephen Carragher, Health Program Supervisor provided the Board with a fact sheet regarding funeral director licensure.

The Department of Public Health will provide the Board with draft regulations prior to the next Board meeting.

D. Food and Beverage Regulations

The Board reviewed letters from three Connecticut funeral homes opposing the proposal that would allow the serving of food and beverages in funeral homes.

John Casio and Michael Dugan on behalf of the Connecticut Funeral Directors Association (CFDA) reported that the association has held six regional meetings with CFDA membership since the proposed regulations were withdrawn in December 2004. They further reported an ad-hoc committee, composed of proponents and opponents the proposed regulations, recommended that only non-alcoholic beverages be allowed at this time.

V. ADJOURNMENT

The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on September 13, 2005 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jennifer Filippone, Practitioner Licensing and Investigations, DPH
Karen Buckley-Bates, Legislative Liaison DPH
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager
Gary J. Griffin, Investigations Supervisor, DPH
Elizabeth Frugale, Vital Records Section, DPH
Ellen Shanley, Staff Attorney DPH
Diane Wilan, Staff Attorney DPH
John Casio, Connecticut Funeral Directors Association
Michael Dugan, M. P. Guinan Associates
Randy Malloy
Gerald Montano

Chairperson Celia Pinzi called the meeting to order at 9:05 a.m.

Mr. Donohue was welcomed to his first meeting as a member of the Board.

I. MINUTES

The minutes of the May 10, 2005 meeting was reviewed. Mr. Jowdy made a motion, seconded by Mr. Hansen, to approve the minutes. The motion passed unanimously

II. NEW BUSINESS

A. Resolution regarding compliance meetings.

At the request of the Office of the Attorney General, the Board has been asked to adopt a resolution regarding compliance meetings.

Ms. Pinzi made a motion, seconded by Mr. Jowdy, to adopt the following resolution. The motion passed unanimously. Ms. Pinzi signed the resolution.

RESOLUTION

In accordance with past practice and the Supreme Court's decision in Tele Tech of Connecticut Corporation v. Department of Public Utility Control, 270 Conn. 778 (2004), it is hereby acknowledged that the Department of Public Health has the authority to hold compliance meetings as required by Conn. Gen. Stat § 4-182(c).

B. Correspondence

The Board reviewed correspondence from John Casio, Connecticut Funeral Directors Association (CFDA) and Michael Dugan, M. P. Guinan Associates indicating that at this time the CFDA will not be pursuing regulation changes pertaining to funeral director licensure and the serving of food and beverages in funeral homes.

Jennifer Filippone, Section Chief, Practitioner Licensing and Investigations, Department of Public Health stated that the Department at its discretion might still pursue changes to funeral director licensure requirements.

The Board reviewed correspondence from the Catholic Cemeteries Association regarding an incident involving Colonial Funeral Home in Hamden, Connecticut. This matter will be referred to the Department of Public Health Office of Practitioner Investigations for review.

The Board reviewed correspondence from P. Samuel Fulginiti asking for a waiver of licensing requirement of an Associates Degree. This matter will be handled by the Department of Public Health Office of Practitioner Licensing and Certification.

C. Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 12 cases currently in various stages of investigation. 3 cases have been referred to the Department's legal office for further action.

III. LEGAL OFFICE BUSINESS

A. Nicholas O. Russo, Jr. – Petition No. 2003-1113-030-011

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Nicholas O. Russo, Jr., a licensed embalmer.

Mr. Jowdy moved, and Mr. Hansen seconded, that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

Mr. Sterry arrived at 9:20 a.m.

B. SCI CT Funeral Services, Inc. – Petition No. 2004-1112-056-007

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of SCI CT Funeral Services, Inc.

Mr. Hansen moved, and Mr. Sterry seconded, that the Board approve this Consent Order. Following discussion Mr. Hansen withdrew his motion. The Board asked for additional information to be presented.

C. Gilman Funeral Home – Petition No. 2004-0707-056-003

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Gilman Funeral Home. Attorney Joan Feldman was present on behalf of Gilman Funeral Home.

Following lengthy discussion Mr. Hansen moved, and Mr. Sterry seconded, that the Board reject the proposed Consent Order. The motion passed unanimously.

The Board requests that this matter be brought to a hearing.

IV. FACT-FINDING

Valerie Jones – Petition No. 2002-0827-030-022

The Board conducted fact-finding in the matter of Valerie Jones. Assistant Attorney General Kerry Colson was present to provide counsel to the Board. Based upon the Board's review of the transcript and exhibits, Mr. Hansen moved, and Mr. Jowdy seconded that the Board issue a decision reprimanding the license of Ms. Jones.

V. NEW BUSINESS cont.

Death Certificate Issues

Wayne Carver, MD, Chief Medical Examiner addressed the Board regarding issues involving physicians not being available or refusing to sign death certificates. Dr. Carver states his office gets many calls from funeral homes asking his office to intercede when they are unable to get a physician to sign a death certificate.

The Department of Public Health will work with Connecticut Funeral Directors Association (CFDA) to organize a meeting, to include the Board, for discussion on ways to address this problem.

VI. LEGAL OFFICE BUSINESS cont.

SCI CT Funeral Services, Inc. – Petition No. 2004-112-056-007

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with additional information for the Board review of the proposed Consent Order in the matter of SCI CT Funeral Services, Inc.

Mr. Hansen moved, and Mr. Jowdy seconded, that the Board approve this Consent Order. The motion passed with all in favor except Ms. Pinzi who was opposed and Mr. Dillman who abstained.

VII. ADJOURNMENT

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 12:36 p.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on November 15, 2005 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer

BOARD MEMBERS ABSENT: John B. Sterry

ALSO PRESENT: Kerry Colson, Assistant Attorney General
Jacqueline Hoell, Assistant Attorney General
Jennifer Filippone, Practitioner Licensing and Investigations, DPH
Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager
Gary J. Griffin, Investigations Supervisor, DPH
Elizabeth Frugale, Vital Records Section, DPH
Ellen Shanley, Staff Attorney DPH
Gerald Montano

Chairperson Celia Pinzi called the meeting to order at 9:00 a.m.

I. MINUTES

The minutes of the September 13, 2005 meeting was reviewed. Ms. Pinzi made a motion, seconded by Mr. Hansen, to approve the minutes as edited. The motion passed unanimously

II. OLD BUSINESS

B. Death Certificate Issues

Jennifer Filippone, Section Chief, Practitioner Licensing and Investigations reported that a meeting took place on November 4, 2005 during which the Department of Public Health, the Connecticut Funeral Directors Association, the Connecticut Hospital Association, the Connecticut Nurses Association and the Connecticut State Medical Society participated. Mr. Donohue attended the meeting on behalf of the Board. A fact sheet will be developed and sent to participants after which the Connecticut Hospital Association will schedule another meeting.

III. NEW BUSINESS

A Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 12 cases currently in various stages of investigation by the Department. 3 additional cases have been referred to the Department's legal office for further action.

B. Scheduled meeting dates for 2006

The following meeting dates have been scheduled for 2006:

January 24, 2006

May 2, 2006

September 12, 2006

November 14, 2006

All meetings will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

IV. **LEGAL OFFICE BUSINESS**

A. Philip Lapre – Petition No. 2004-0715-030-008

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Philip Lapre, a licensed embalmer.

Ms. Pinzi moved, and Mr. Hansen seconded, that the Board approve this Consent Order. The motion passed unanimously. The Order was signed by Ms. Pinzi.

B. National Cremation Services – Petition No. 2004-1112-056-008

Ellen Shanley, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of National Cremation Services.

Mr. Hansen moved, and Mr. Jowdy seconded, that the Board approve this Consent Order.

Following discussion Mr. Hansen withdrew his motion to approve the consent order and made a motion, seconded by Ms. Pinzi to reject the proposed Consent Order. The motion to reject the Consent Order passed unanimously

The Board recommends an increase in the proposed civil penalty along with a period of probation with monthly monitoring. In addition, the Board recommends that the Department investigate the activities of the licensed individuals involved in this matter and suggests that the Department also refer this matter to the State of Connecticut Department of Consumer Protection asked for a review of the business practices of the parent corporation.

C. Paul Moraski – Petition No. 2005-0927-030-013

Colonial Funeral Home – Petition No. 2005-0927-056-015

Assistant Attorney General Kerry Colson was present to provide counsel to the Board.

Ellen Shanley, Staff Attorney, Department of Public Health, presented motions for Summary Suspension in the matters of Paul Moraski and Colonial Funeral Home. Neither Mr. Moraski nor his attorney was present.

Ms. Pinzi made a motion, second by Mr. Jowdy to enter executive session to obtain legal advice from the Assistant Attorney General. The motion passed unanimously. The Board entered executive session from 10:15 a.m. until 10:25 a.m.

Following executive session Mr. Donohue moved, and Mr. Jowdy seconded, to grant the Summary Suspension in the matter of Paul Moraski. The motion passed unanimously.

Ms. Pinzi moved, and Mr. Hansen seconded, to grant the Summary Suspension in the matter of Colonial Funeral Home. The motion passed unanimously.

Ms. Pinzi signed both Summary Suspension orders.

Ms. Pinzi made a motion seconded by Mr. Donohue, to consolidate both matters so that they are scheduled and heard together. The motion passed unanimously.

The hearing in these matters will be scheduled for November 29, 2005 at 9:00 a.m.

V. **ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on January 24, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary J. Griffin, Investigations Supervisor, DPH
Edward Bergin, DPH
Diane Wilan, Staff Attorney DPH
Gerald Montano

Chairperson Celia Pinzi called the meeting to order at 9:05 a.m.

I. LEGAL OFFICE BUSINESS

Gilman Funeral Home – Petition No. 2004-0707-056-003

Diane Wilan, Staff Attorney, Department of Public Health, presented the Board with a Consent Order in the matter of Gilman Funeral Home, Putnam, Connecticut.

The proposed Consent Order orders revocation of the funeral home license and imposes a civil penalty in the amount of \$20, 000.00.

Ms. Pinzi moved and Mr. Hansen seconded that the Board approve this Consent Order. The motion passed with all in favor except Mr. Jowdy who was not present for this matter. Ms. Pinzi signed the order.

II. MINUTES

The minutes of the November 15, 2005 meeting was reviewed. Ms. Pinzi made a motion, seconded by Mr. Hansen, to approve the minutes as edited. The motion passed unanimously

III. OLD BUSINESS

Death Certificate Issues

No update at this time.

IV. NEW BUSINESS

A Investigations Update

Gary Griffin, Investigations Supervisor, Department of Public Health reported that there are 22 cases currently in various stages of investigation by the Department. 10 of these cases have been referred to the Department's legal office for further action.

Mr. Jowdy arrived at 9:20 a.m.

B. Scheduled meeting dates for March 2006

The Board scheduled a meeting date for March 7, 2006:

The meeting will be scheduled for 9:00 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

V. OTHER ITEMS

A. National Cremation Services – Petition No. 2004-1112-056-008

The Board requests an update from the Department of Public Health regarding this matter. A Consent Order was presented to the Board at the November 15, 2005 meeting and was rejected with recommendations.

B. Cremations involving out-of state deaths

Mr. Jowdy asked the question of what permits are necessary to allow for a cremation involving an out-of-state death. The Board was given a copy § 7-64 of the General Statutes, which states in part “[a]n authorization for final disposition issued under the law of another state which accompanies a dead body or fetus brought into this state shall be authority for final disposition of the body or fetus in this state . . .”

VI. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Ms. Pinzi, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on March 7, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager, DPH
Edward Bergin, DPH
Ellen Shanley, Staff Attorney DPH
Gerald Montano

Chairperson Celia Pinzi called the meeting to order at 9:25 a.m.

I. MINUTES

The minutes of the January 24, 2006 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Jowdy, to approve the minutes as edited. The motion passed unanimously

II. NEW BUSINESS

A. Legislative Update

Karen Buckley-Bates, Office of Government Relations, Department of Public Health provided the Board with information concerning the following raised bills:

317 - An Act Concerning Revisions to Department of Public Health Statutes.

339 - An Act Concerning Burial Allowances Paid by The Department of Social Services.

5473 - An Act Concerning Death Certificates and Burial Permits

5181 - An Act Concerning Prepaid Funeral Contracts

With regard to section 22 of bill 317, there has been opposition from the Connecticut Funeral Directors Association to the word "sale" in the proposed legislation. It is the Board's opinion that consumers and clients should receive notice of the sale of a funeral service business. It is important that when a funeral business changes ownership that its clients have knowledge as to whom to contact regarding questions involving their pre-paid funeral escrow accounts and/or for the retrieval of cremated remains. It is also the Board's opinion that the publishing and mailing of the notice of a sale will not pose an undo hardship upon the person, firm, partnership or corporation that is the owner of the business that is being sold. The Board will send a letter to the Public Health Committee expressing its opposition to the removal of the word "sale" from the bill.

B. Investigations Update

Kathleen Boulware, Public Health Services Manager, Department of Public Health reported that there are 39 cases currently in various stages of investigation by the Department.

C. Proposed Memorandum of Decision - Valerie Jones, DC

Mr. Kardys reported that the decision in this matter should be ready for approval by the Board by the next scheduled meeting. The Board expressed concern as to the amount of time it has taken for this decision to be drafted and returned to the Board for signature.

III. LEGAL OFFICE BUSINESS

A. Update re: National Cremation Services – Petition No. 2004-1112-056-008

Kathleen Boulware, Public Health Services Manager, Department of Public Health reported that respondent and the Department of Public Health are working on a resolution in this matter. There are many complex issues involved in this matter.

B. Timothy Driscoll – Petition No. 2005-1209-030-018

Driscoll Mortuary, Inc. – Petition No. 2005-1209-056-023

Assistant Attorney General Patrick Kwanashie was present to provide counsel to the Board. Ellen Shanley, Staff Attorney, Department of Public Health, presented motions for Summary Suspension in the matters of Timothy Driscoll and Driscoll Mortuary, Inc. Attorney Samuel Slaiby was present with Mr. Driscoll.

The Board heard argument from Attorneys Shanley and Slaiby. In addition, Board heard comments from Mr. Driscoll.

Mr. Jowdy made a motion, seconded by Mr. Sterry, to enter executive session to obtain legal advice from the Assistant Attorney General. The Motion passed unanimously and the Board entered executive session from 10:30 a.m. until 11:10 a.m.

Following executive session Mr. Jowdy made a motion, seconded by Mr. Sterry, to deny the Department of Public Health Motion for Summary of Mr. Driscoll's embalmer license.

Mr. Jowdy moved, and Mr. Hansen seconded, to grant the Summary Suspension in the matter of Driscoll Mortuary, Inc. because the information presented to the Board by the Department in its Motion for Summary Suspension presents a clear and immediate danger to the public. The Board commented that the keeping of funeral home records at Respondent's residence and not in a license funeral home, poses a danger in that they are not accessible for inspection by the Department. The motion passed with all in favor except Mr. Donohue who was opposed. Ms. Pinzi signed the order summarily suspending the inspection certificate for Driscoll Mortuary, Inc.

Mr. Jowdy made a motion, seconded by Mr. Donohue, to consolidate both matters so that they are scheduled and heard together. The motion passed unanimously.

The hearing in these matters will be scheduled for March 31, 2006 at 10:00 a.m.

IV. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Ms. Pinzi, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Embalmers and Funeral Directors** held a meeting on May 2, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: James Donohue

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Kathleen Boulware, Public Health Services Manager, DPH
Gary Griffin, DPH
Edward Bergin, DPH
Ellen Shanley, Staff Attorney DPH

Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

I. MINUTES

The minutes of the March 7, 2006 meeting were reviewed. Mr. Jowdy made a motion, seconded by Mr. Hansen, to approve the minutes as edited. The motion passed unanimously

II. NEW BUSINESS

A. Conference of Funeral Service Examining Boards

Robert N. Barnes, CFSP, District 1 Director of the International Conference of Funeral Service Examining Boards (ICFSEB) was present to provide a presentation concerning the services offered by the ICFSEB.

Mr. Barnes reported that he ICFSEB develops and administers the national board examination for embalmers and funereal directors. The ICFSEB will also assist states in the development and administration of state law/regulation examinations. Mr. Barnes also discussed the role of the American Board of Funeral Service Education (ABFSE), which is the national academic accreditation agency for college and university programs in Funeral Service and Mortuary Science Education. The ABFSE is the sole accrediting agency recognized by the US Department of Education and the Council on Higher Education Accreditation.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 22 cases currently in various stages of investigation by the Department.

C. National Cremation Services – Petition No. 2004-1112-056-008

Kathleen Boulware, Public Health Services Manager, Department of Public Health reported that a proposed Consent Order in this matter will be available prior to the September 2006 Board meeting.

The Board will consider scheduling a meeting before September to review this matter.

III. LEGAL OFFICE BUSINESS

B. Timothy Driscoll – Petition No. 2005-1209-030-018

Driscoll Mortuary, Inc. – Petition No. 2005-1209-056-023

Ellen Shanley, Staff Attorney, Department of Public Health, presented motions to withdraw Statement of Charges in the matters of Timothy Driscoll and Driscoll Mortuary, Inc. Ms. Shanley explained that Mr. Driscoll has agreed to surrender his embalmer license and has agreed not to renew or reinstate the inspection certificate for Driscoll Mortuary.

Mr. Hansen made a motion, seconded by Mr. Jowdy, to grant the withdrawal of the Statement of Charges in the matter of Timothy Driscoll – Petition No. 2005-1209-030-018. The motion passed unanimously.

During discussion of the matter involving Driscoll Mortuary, Inc., the Board expressed concern of notification to clients who had pre need accounts with Driscoll Mortuary, Inc.

Mr. Hansen made a motion, seconded by Mr. Jowdy, to deny without prejudice the motion to withdraw the Statement of Charges in this matter. The Board requests that as condition of withdrawal of the charges that there be a requirement that respondent post a notice in the local newspaper indicating the discontinuation of business by Driscoll Mortuary. The motion passed unanimously.

IV. Legislative Update

Karen Buckley-Bates, Office of Government Relations, Department of Public Health provided the Board with updated information concerning the following bills:

317 - An Act Concerning Revisions to Department of Public Health Statutes.

5181 - An Act Concerning Prepaid Funeral Contracts

Concerning Senate Bill 317, Ms. Pinzi commented that the Board in its March 7, 2006 letter to the Public Health Committee asked that the word “sale” not be removed from the proposed legislation. Ms. Pinzi stated that the Board’s intent during its discussion was that sale meant a 100% change of ownership. Ms. Pinzi commented that it has been recently stated at Connecticut Funeral Director Association (CFDA) functions that it was the Board’s intent that sale meant at least a 10% change in ownership. The Board takes exception to the misinformation being disseminated at the CFDA functions.

Michael Dugan spoke on behalf of the CFDA. He explained that the current proposed bill before the legislature requires notice of the sale of a funeral business if it involves more than a 50% transfer in ownership. The current proposal is a result of a negotiated compromise.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Hansen, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on June 8, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room E, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, DPH
Edward Bergin, DPH
Ellen Shanley, Staff Attorney, DPH
Patrick Kwanashie, Assistant Attorney General

Chairperson Celia Pinzi called the meeting to order at 9:32 a.m.

I. MINUTES

The minutes of the May 7, 2006 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously

II. Department of Public Health Updates

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 22 cases currently in various stages of investigation by the Department. In addition, four cases have been referred to the Department's Legal Office for further review.

National Cremation Services – Petition No. 2004-1112-056-008

Mr. Kardys reported that the Department of Public Health has not yet finalized a proposed Consent Order in this matter. The Board expressed in displeasure with the amount of time it has taken the Department to bring this matter back to the Board for review.

III. LEGAL OFFICE BUSINESS

Driscoll Mortuary, Inc. – Petition No. 2005-1209-056-023

Ellen Shanley, Staff Attorney, Department of Public Health, presented a motion to withdraw Statement of Charges in this matter. Ms. Shanley explained that Mr. Driscoll has agreed not to renew or reinstate the inspection certificate for Driscoll Mortuary and has agreed to the requirement, as requested by the Board, that he post a notice in the local newspaper indicating the discontinuation of business by Driscoll Mortuary.

Mr. Hansen made a motion, seconded by Mr. Donohue, to grant the Department's motion to withdraw the Statement of Charges in this matter

The motion passed unanimously. Ms. Pinzi signed the Order

IV. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Hansen, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on September 12, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: James Donohue

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, DPH
Edward Bergin, DPH
Stanley Peck, Section Chief, Legal Office, DPH
Ellen Shanley, Staff Attorney, DPH
Diane Wilan, Staff Attorney, DPH
Patrick Kwanashie, Assistant Attorney General

Chairperson Celia Pinzi called the meeting to order at 9:32 a.m.

I. MINUTES

The minutes of the June 8, 2006 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously

Mr. Jowdy arrived at 9:35 a.m.

II. LEGAL OFFICE BUSINESS

A. Chris Pender, Embalmer – Petition No. 2005-0316-030-003

Diane Wilan Staff Attorney, Department of Public Health, presented a Consent Order in this matter. Mr. Pender was present without representation.

Ms. Pinzi made a motion, seconded by Mr. Sterry to approve the Consent Order.

The motion passed unanimously. Ms. Pinzi signed the Order

B. William Honan, Embalmer – Petition No. 2005-0202-030-002

Ellen Shanley, Staff Attorney, Department of Public Health, presented a Consent Order in this matter. Mr. Honan was not present.

Mr. Hansen made a motion, seconded by Mr. Sterry to approve the Consent Order.

The motion passed unanimously. Ms. Pinzi signed the Order

III. NEW BUSINESS

A. Memoranda of Decision

Paul Moraski – Petition No. 2005-0927-030-013

Mr. Jowdy made a motion, seconded by Mr. Sterry, to adopt the Memorandum of Decision revoking the embalmer license of Paul Moraski and imposing a \$50,000 Civil Penalty. The motion passed unanimously. Ms. Pinzi signed the order.

Colonial Funeral Home – Petition No. 2005-0927-056-015

Mr. Jowdy made a motion, seconded by Mr. Hansen, to adopt the Memorandum of Decision revoking the Inspection Certificate of Colonial Funeral Home. The motion passed unanimously. Ms. Pinzi signed the order.

The Board requested that copies of the decisions be forwarded to the Office of the Chief States Attorney, the Department of Consumer Protection and the Department of Social Services.

B. Cremations Involving Out of State Deaths

Mr. Jowdy reported that since the last time this topic was discussed, some town clerks are still not issuing cremation certificates upon receipt of authorized records pertaining to out-of-state deaths.

The Board reviewed § 7-64 of the Connecticut General Statutes and § 19-3-23 of the Regulations of Connecticut State Agencies.

Elizabeth Frugale, Vital Records Section, Department of Public Health was present for this discussion. Ms. Frugale will discuss this issue with the Office of the Chief Medical Examiner for a possible legislative change to clarify the issuance of cremation certificates by Town Clerks for out-of-state deaths. The Department will also look at clarifying the Town Clerks Manual concerning this issue.

C. Employment of Apprentices

The Board reviewed a letter from Kevin Riley, Hartford Trade Service who asked for clarification as to the number of apprentice embalmers that can be employed by funeral service business. Upon review of Connecticut General Statute § 20-224 the Board commented that a funeral service may not employ more than two apprentice embalmers at any one location without Board approval.

IV. Department of Public Health Updates

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 17 cases currently in various stages of investigation by the Department. In addition, ten cases have been referred to the Department's Legal Office for further review.

Mr. Griffin also reported on new funeral homes and change of ownerships.

National Cremation Services – Petition No. 2004-1112-056-008

Mr. Kardys reported that a proposed Consent Order in this matter has been finalized. An Assistant Attorney General who will provide counsel to the Board in this matter is currently reviewing the proposed order. In addition, the Department is finalizing proposed Consent Orders involving individual practitioners.

The Board will schedule a meeting for October 17, 2006 to consider these matters.

V. **ADJOURNMENT**

Mr. Jowdy made a motion, seconded by Mr. Hansen, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on October 17, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, DPH
Stanley Peck, Section Chief, Legal Office, DPH
Ellen Shanley, Staff Attorney, DPH
Diane Wilan, Staff Attorney, DPH
Kathleen Boulware, Public Health Services Manager, DPH
Patrick Kwanashie, Assistant Attorney General
Emily Melendez, Assistant Attorney General

Chairperson Celia Pinzi called the meeting to order at 9:32 a.m.

I. MINUTES

The minutes of the September 12, 2006 meeting were reviewed. Ms. Pinzi made a motion, seconded by Mr. Hansen, to approve the minutes as corrected. The motion passed unanimously

II. Department of Public Health Updates

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 16 cases currently in various stages of investigation by the Department. In addition, ten cases have been referred to the Department's Legal Office for further review.

Mr. Griffin also reported on new funeral homes and change of ownerships.

III. NEW BUSINESS

Colonial Funeral Home – Petition No. 2005-0927-056-015

The Board reviewed a motion filed by the Department of Public Health in which it requests the Board to reconsider its September 12, 2006 Memorandum of Decision in the above-referenced matter. The Board also reviewed an objection to the Department's motion filed by respondent as well respondent's motion asking the Board to continue its consideration of the Department's request to a later date. Attorney Ellen Shanley was present on behalf of the Department.

Neither respondent nor his attorney was present. Assistant Attorney General Patrick Kwanashie was present to provide counsel to the Board.

Mr. Jowdy made a motion, seconded by Mr. Hansen, to enter executive session to obtain legal advice from the Assistant Attorney General. The motion passed unanimously and the Board entered executive session from 9:50 a.m. until 10:15 a.m. Following executive session Mr. Jowdy made a motion, seconded by Mr. Sterry, to deny the Department's request to reconsider the September 12, 2006 Memorandum of Decision. The motion passed unanimously

IV. LEGAL OFFICE BUSINESS

A. Alderwoods d/b/a Gillman Funeral Home – Petition No. 2004-0707-056-003

Diane Wilan Staff Attorney, Department of Public Health, presented a Modification of Consent Order in this matter so as to accurately reflect the name of the funeral business in this matter. Representation for respondent was not present. Following discussion Mr. Jowdy made a motion, seconded by Mr. Donohue to table this matter to the November 14, 2006 Board meeting.

B. SCI National Cremation Services – Petition Nos. 2004-1112-056-008, 2005-1214-056-024
SCI CT Newkirk & Whitney – Petition No. 2005-1209-056-020

SCI Leo Gallagher & Son – Petition Nos. 2005-0630-056-010, 2005-1209-056-020

Stanley Peck, Section Chief, Legal Office, Department of Public Health presented a Consent Order in this matter. Mr. Harvey Bollinger was present on behalf of the SCI Connecticut Funeral Homes along with Attorney Jeffrey Zyjeski. Assistant Attorney General, Emily Melendez was present to provide counsel to the Board.

Mr. Hansen made a motion, seconded by Mr. Donohue, to accept the Consent Order.

During discussion Ms. Pinzi, Mr. Hansen and Mr. Jowdy spoke in opposition to the proposed Consent Order.

Ms. Pinzi made a motion, seconded by Mr. Sterry, to enter executive session to obtain legal advice from the Assistant Attorney General. The Board entered executive session from 11:00 a.m. until 11:30 a.m.

Following executive session the Board voted unanimously to reject the motion to approve the Consent Order. The Board requests further clarification of the underlying issue in this matter so that it will be able to make an informed decision.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Hansen, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on November 14, 2006 at the Department of Public Health, 410 Capitol Avenue, Conference Room F, 2nd Floor, Hartford, Connecticut.

BOARD MEMBERS PRESENT: Celia Pinzi, Embalmer - Chairperson
James Donohue
Peter Hansen, Embalmer
Daniel P. Jowdy, Embalmer
John B. Sterry

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, DPH
Diane Wilan, Staff Attorney, DPH
Kathleen Boulware, Public Health Services Manager, DPH
Emily Melendez, Assistant Attorney General

Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

I. MINUTES

The minutes of the October 17, 2006 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Donohue, to approve the minutes as corrected. The motion passed unanimously

II. Department of Public Health Updates

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 18 cases currently in various stages of investigation by the Department. Ten additional cases have been referred to the Department's Legal Office for further review.

Colonial Funeral Home – Petition No. 2005-0927-056-015

Paul Moraski – Petition No. 2005-0927-030-013

Mr. Kardys reported that to date no appeals have been filed regarding the Memoranda of Decisions issued by the Board on September 12, 2006.

III. OLD BUSINESS

A. Alderwoods d/b/a Gillman Funeral Home – Petition No. 2004-0707-056-003

Diane Wilan Staff Attorney, Department of Public Health, presented a Modification of Consent Order so as to accurately reflect the name of the funeral business in this matter. Assistant Attorney General Emily Melendez was present to provide counsel to the Board. Neither representatives of Alderwoods nor its attorney were present.

Mr. Hansen made a motion, seconded by Mr. Donohue, to approve the Consent Order modification. The motion passed unanimously. Ms. Pinzi signed the Order.

IV. NEW BUSINESS

Schedule meeting dates for 2007

January 23, 2007

May 1, 2007

September 11, 2007

November 13, 2007

Kathleen Boulware, Department of Public Health Office of Practitioner Investigations, requested that the Board schedule additional meeting dates in December 2006 for the review of disciplinary matters.

The Board will meet on the following dates in December if necessary:

December 12, 2006 and/or December 21, 2006. The meetings will begin at 9:30 a.m.

V. ADJOURNMENT

Mr. Jowdy made a motion, seconded by Mr. Sterry, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:05 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson
Board of Examiners of Embalmers and Funeral Directors