

# **STATE BOARD OF FUNERAL DIRECTORS/EMBALMERS**

## **MINUTES OF MEETING**

**29 August 2005**

**Open Session**

**The Open Session of the State Board of Funeral Directors/Embalmers (Board) was called to order on the above date in Room 104, Cannon Building, Rhode Island Department of Health, Three Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meeting Law, so called, and other applicable provisions of the General Laws of the State of Rhode Island, as amended. A quorum was established.**

**Board members in attendance:**

**Raymond Butterfield**

**Elizabeth Feid**

**Edward Murphy**

**Sheila C. Perkins**

**Board members not in attendance:**

**Robert T. Jones**

**Staff members in attendance:**

**Charles Alexandre, Chief, Health Professions Regulation**

**Donna Dickerman, Sr. Board Administrator**

**Others in attendance:**

**None**

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**The minutes of the meeting held on 27 June 2005 were presented. On a motion by Ms. Perkins and seconded by Ms. Feid, it was unanimously voted to accept the minutes of the Open Session.**

**On motion of Mr. Murphy, seconded by Ms. Perkins, it was unanimously voted to adjourn to Executive Session pursuant to 42-46-4 and 42-46-5(1) of the Rhode Island General Laws, in that confidential issues of fitness for licensure and investigative cases will be discussed.**

**Return to Open Session**

**Mr. Murphy called the Open Session back to order.**

**On motion of Ms. Feid, seconded by Ms. Perkins, it was unanimously voted to keep confidential all matters discussed in Executive Session and to seal those minutes inasmuch as fitness for licensure and ongoing disciplinary matters were addressed.**

**The Board reported that the following final actions were taken while in Executive Session:**

**2005-02-EMB: No Unprofessional Conduct**

**2005-05-EMB No Unprofessional Conduct**

**2005-06-EMB No Unprofessional Conduct**

**2005-07-EMB No Unprofessional Conduct**

### **Business**

**The Board reviewed and approved the application of the following individual for licensure as funeral director/embalmer pending successful completion of the practical examination:**

**- Christopher J. DiOrio**

**- Jennifer Greene**

**The Board reviewed an application for licensure for the Western Hills Crematory. Pending receipt of additional information regarding permits the license will be approved.**

### **Topics of Discussion**

**Pursuant to the application for licensure of a new crematory; the Board has determined that the Rules and Regulations are in need of revision regarding this licensure category. This will be an agenda item for the next scheduled meeting.**

**Mr. Alexandre reported that William McGrath's Letter of Interest was the only bid submitted for the contract as the inspector of funeral establishments. The bid has not been awarded as of this meeting.**

### **Adjournment**

**The Chairman called for a motion to adjourn the Open Session**

**pursuant to the Sections 42-46-4 and 42-42-5 of the General Laws of the State of Rhode Island. On a motion by Ms. Perkins and seconded by Ms. Feid, it was unanimously so voted to adjourn. The Open Session of the meeting was adjourned at 3:45 pm.**

**Respectfully submitted,**

**Charles Alexandre**

**Chief, Health Professions Regulation**