

# **BOARD OF FUNERAL DIRECTORS/EMBALMERS**

## **MINUTES OF MEETING**

**November 19, 2007**

### **Open Session**

**The Open Session of the State Board of Funeral Directors/Embalmers (Board) was called to order at 2:00 pm 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**

**Edward Murphy**

**Joan Retsinas**

#### **Board members not in attendance:**

**Elizabeth Feid**

#### **Staff members in attendance:**

**Donna Dickerman**

**Elizabeth Shelov**

**The minutes of the Open Meeting held on September 24, 2007 were presented. On motion of Raymond Butterfield, seconded by Edward Murphy, the board unanimously voted to accept the minutes as presented.**

**Elizabeth Shelov met with the Board to begin revision of the rules and regulations pursuant to the legislative change made in 2007. The changes involve requirement of continuing education and a path to licensure by endorsement. Members unanimously agreed the language regulating crematories is in need of revision.**

**Members reviewed a summary of results of inspections for year 2007 conducted at all funeral establishments. Inspections were conducted by William Mcgrath.**

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### **Adjournment to Executive Session**

**On motion of Joan Retsinas seconded by Raymond Butterfield, it was unanimously voted to adjourn to Executive Session pursuant to Sections 42-46-4 and 42-46-5(1) of the Rhode Island General Laws, as Amended, in that confidential issues of fitness for licensure and investigative cases will be discussed. Complaint #EMB-2007-03, which was previously closed, was reopened and addressed.**

### **Return to Open Session**

**The Open Session was called back to order. On motion of Edward Murphy, seconded by Raymond Butterfield, it was unanimously voted too 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 the following final action: Complaint #EMB-2007-03 was again dismissed with a finding of no unprofessional conduct.**

### **Adjournment**

**On motion of Edward Murphy, seconded by Joan Retsinas, it was unanimously voted to adjourn at 3:20 pm.**

**Respectfully submitted,**

**Donna Dickerman**

**Board Administrator**

**Health Professionals Regulation**