

BOARD OF FUNERAL DIRECTORS/EMBALMERS

MINUTES OF MEETING

January 23, 2012

Open Session

The Open Session of the Board of Funeral Directors / Embalmers 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, III

Mary Bray

Joan Retsinas

Edward Murphy

Board Members not in attendance:

Elizabeth Feid

Staff members in attendance:

J. Michel Martineau

The minutes of the open session held on December 19, 2011 were reviewed, on motion by Mary Bray, seconded by Edward Murphy; it was unanimously voted to accept the minutes.

A communication from The Conference is reviewed.

Board Members note the need to update current regulations, including but not limited to the CE update. Members note we should include clarification that mandatory OSHA training must continue to be completed. The administrator will check with legal staff to confirm this matter.

Adjournment to Executive Session

On motion of Raymond Butterfield, III, seconded by Edward Murphy, it was unanimously voted to adjourn to Executive Session pursuant to sections 42-46-4 and 42-46-5(1) of the Rhode Island Generals Laws, as Amended, in that confidential issues of fitness for licensure and investigative cases will be discussed. The Open Session adjourned at 2:04 pm.

Return to Open Session

The Open Session was called back to order at 3:14 pm. On motion of Mary Bray, seconded by Edward Murphy, it was unanimously voted to keep confidential all matters discussed in Closed Session and to seal those minutes inasmuch as fitness for licensure and ongoing disciplinary matters were addressed.

Adjournment

Having no further business, on motion of Raymond Butterfield, III, seconded by Edward Murphy, it was unanimously voted to adjourn. The Open Session of the meeting was adjourned at 3:18 pm.

Respectfully submitted,

J. Michel Martineau

Health Policy Analyst