

BOARD OF FUNERAL DIRECTORS/EMBALMERS

MINUTES OF MEETING

December 10, 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: Board Members not in attendance:

Edward Murphy, Chairman

Elizabeth Feid

Mary Bray Staff members in attendance:

Raymond Butterfield, III J. Michel Martineau

Joan Retsinas, Ph.D. Maureen Slowik

Chairman Murphy called the meeting to order. Board members review proposed amendments to the Regulations in a working draft provided by Mr. William Dundulis. Members discuss the Department of Defense Record of Emergency Data, known as DD Form 93, and its

inclusion as a reference in the regulations, members concur it should be included for reasons stated by Mr. Dundulis. Members determine they want to dedicate more time to the review the proposed amendments as a whole, to accomplish this they will take home a hard copy. Members direct the administrator to place this item on the agenda for the next board meeting when they will continue their review.

The minutes of the open session held on September 10, 2012 were reviewed, on motion by Mary Bray, seconded by Betsy Feid; it was unanimously voted to accept the minutes. The minutes of the executive session held on July 16, 2012 were reviewed, on motion by Mary Bray, seconded by Betsy Feid; it was unanimously voted to accept the minutes.

Adjournment to Executive Session

On motion of Dr. Joan Retsinas, seconded by Chair Edward Murphy, III, 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 2:20 pm.

Return to Open Session

The Open Session was called back to order at 3:25 pm. On motion of Chair Edward Murphy, seconded by Mary Bray, 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 Mary Bray, seconded by Dr. Joan Retsinas, it was unanimously voted to adjourn. The Open Session of the meeting was adjourned at 3:15 pm.

Respectfully submitted,

J. Michel Martineau

Administrator, Health Professions