



Department of Health

Three Capitol Hill
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**STATE OF RHODE ISLAND
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS
BOARD OF EMBALMERS, FUNERAL DIRECTORS,
AND FUNERAL SERVICE ESTABLISHMENTS**

**ROOM 205
3 CAPITOL HILL
PROVIDENCE, RHODE ISLAND**

**WEDNESDAY, AUGUST 24, 2016
1:00 P.M.**

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Mary Bray
John Gallogly
Thomas M. Norato
Catherine Tattrie

BOARD MEMBER ABSENT

William McElroy

STAFF MEMBERS IN ATTENDANCE

Linda L. Esposito, Board Manager

STAFF MEMBER ABSENT

Andrew J. Correia, Inspector

1. Establishment of a Quorum

A meeting of the Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments was held on Wednesday, August 24, 2016 at the Rhode Island Department of Health, Room 205, 3 Capitol Hill, Providence,

RI 02908. A quorum was established and the Open Session meeting was called to order at 1:00 p.m. on a motion by Catherine Tattrie, and seconded by Thomas M. Norato. Motion carried.

2. Presentation of the June 15, 2016 Open Session Meeting Minutes

Motion was made by Catherine Tattrie, and seconded by Thomas M. Norato, to accept the Open Session minutes for the Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments for June 15, 2016. Motion carried.

3. New Business

- Whitman Burial Vault Co./Wilbert Seminar – Continuing Education Program

After review of materials provided, a motion was made by Catherine Tattrie and seconded by Thomas Norato, to approve the Whitman Burial Vault Co./Wilbert Seminar as acceptable for continuing education credit. Motion carried.

4. Old Business

- Model application for Funeral Service 2016
 - Board Members were provided with materials for review and requested that this topic be added to the September Board Meeting Agenda for discussion.

5. Adjourn to Closed Session

A motion was made by Thomas M. Norato, and seconded by Catherine Tattrie, to adjourn to Closed Session at 1:10 p.m. Pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct. Motion carried.

6. Return to Open Session

A motion was made by Catherine Tattrie, and seconded by Mary Bray at 2:25 p.m. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

7. Final Actions on all votes taken in Closed Session

One (1) case found to have No Unprofessional Conduct

8. Adjournment

The next Rhode Island Board of Embalmers, Funeral Directors, and Funeral Service Establishments meeting will be held on **Wednesday, September 21, 2016, at 1:00 p.m.** at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. A motion was made by John Gallogly and seconded by Mary Bray, to adjourn at 2:30 p.m. Motion carried.

Respectfully submitted,

Linda L. Esposito
Board Manager
State of Rhode Island
Center for Professional Boards and Commissions
Board of Embalmers, Funeral Directors,
and Funeral Service Establishments