

STATE OF MAINE
BOARD OF FUNERAL SERVICE

Minutes of February 13, 2007 Board Meeting

Members Present: Robert Barnes, Chair; Normand Lambert, Hervey Clay, Jennifer Minkowitz and Ernest Marriner

Others Present: Penny Vaillancourt, Administrator; Judith Peters, Assistant Attorney General; Jennifer Mooney, Board Clerk

Members Absent: John Dunn and Bethel Shields

CALL TO ORDER

Robert Barnes, Chair, called the meeting to order at 9:15 a.m.

OLD BUSINESS

A. APPROVAL OF MINUTES

In a motion by Normand Lambert, seconded by Jennifer Minkowitz, the minutes from the November 14, 2006 meeting were approved as written.

Vote: 5 in favor

NEW BUSINESS

A. LICENSE APPLICATION REVIEW

Kevin Kilcline– Practitioner via Reciprocity

After review and discussion of the application, a motion was made by Normand Lambert and seconded by Hervey Clay to waive the board's requirement of submitting a letter of recommendation from the licensure state and approve Kevin Kilcline's application for licensure pending passage of the state written examination.

Vote: 4 in favor (1 recusal – Robert Barnes)

Applications via licensure in another state

After board discussion, a motion was made by Jennifer Minkowitz, and seconded by Normand Lambert to allow board staff to process applications via reciprocity. The modern interpretation of Chapter 6, Section 1 (E) of its rules is achieved by the Verification of Licensure form which is filed with an application which attests a license status and discipline from another state.

Vote: 5 in favor

B. RENEWAL APPLICATION REVIEW

Marc Beaulieu– Renewal Practitioner

After review and discussion of the renewal application, a motion was made by Ernest Marriner to preliminarily deny Mr. Beaulieu's renewal application for failure to respond to the 2005 ceu audit. The motion was seconded by Jennifer Minkowitz.

Vote: 5 in favor

C. APPROVAL OF CONTINUING EDUCATION PROGRAMS

In a motion by Normand Lambert, seconded by Jennifer Minkowitz, the Board voted to approve the following continuing education programs as reviewed by the Continuing Education Committee:

1. The Fortin Group – approved for 3 hours
2. Maine Funeral Directors Association – approved for 2.25 hours
3. The Dodge Company – approved for ... hours
4. In-Sight Institute – approved for 17 hours
5. MKJ Marketing Inc – approved for 12 hours
6. David Floryan – approved for 6 hours
7. Hospice Foundation of America – approved for 2.5 hours
8. Funeral Review.Com, LLC – approved for 15 hours, various programs
9. ICFA – approved for 19.5 hours
10. Kenmore Square Institute – approved for 8 hours

Approval letters will be mailed out by the board clerk.

D. COMPLAINT ITEMS

2006-FUN-2911

After review and discussion a motion was made by Ernest Marriner, to re-open this complaint based on new/additional information. The motion was seconded by Hervey Clay.

Vote: 5 in favor

2006-FUN-280

After review and discussion a motion was made by Normand Lambert, to refer this complaint to the Attorney General's office for non-compliance of a board ordered decision and order dated July 11, 2006. The motion was seconded by Ernest Marriner.

Vote: 5 in favor

E. CORRESPONDENCE

Robert E. Laite

Ms. Vaillancourt provided the board with an update regarding the above funeral home. The board will table this correspondence until the March 13, 2007 meeting.

F. ANNUAL ELECTION OF OFFICERS

Chairman

Normand Lambert motioned to re-elect Robert Barnes as chairman, Ernest Marriner seconded the motion.

Vote: 4 in favor (1 recusal – Robert Barnes)

Vice Chair

Hervey Clay motioned to re-elect Jennifer Minkowitz as vice chair, Ernest Marriner seconded the motion.

Vote: 4 in favor (1 recusal – Jennifer Minkowitz)

Complaint Officer

Normand Lambert motioned to re-elect Hervey Clay as complaint officer, Jennifer Minkowitz seconded the motion.

Vote: 4 in favor (1 recusal – Hervey Clay)

G. REVIEW OF CEU AUDITS

The board reviewed continuing education audits.

CHAIR'S REPORT – ROBERT BARNES

Robert Barnes will be attending the International Conference in April 18-22 in Nashville Tennessee.

ADMINISTRATOR'S REPORT – PENNY VAILLANCOURT

Ms. Vaillancourt gave the financial, personnel, and legislative updates, including the current number of licensees.

Ms. Vaillancourt asked the board for clarification regarding the amount of ceu's practitioners must have and how many of those hours could be attained through funeral home in-house trainings.

ADJOURN

There being no further business, in a motion by Normand Lambert and seconded by Jennifer Minkowitz, the Board voted unanimously to adjourn at 11:25 a.m.

Respectfully submitted,

Jennifer Mooney
Board Clerk