

AGENDA

**CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS
AND FUNERAL DIRECTORS**

Tuesday, February 4, 2014 at 9:30 AM
Department of Public Health
410 Capitol Avenue, Hartford, CT
Hearing Room – Third Floor

CALL TO ORDER

I. OPEN FORUM

II. MINUTES

Review and approval of the minutes from the August 20, 2013 and December 3, 2013 meetings.

III. CHAIR UPDATES/CORRESPONDENCE

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

Gary Griffin, Investigations Supervisor, DPH

V. NEW BUSINESS

VI. OFFICE OF LICENSURE REGULATION AND COMPLIANCE

ADJOURN

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on December 3, 2013 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer
Darrell L. McClam, Embalmer

BOARD MEMBERS ABSENT: Gerald Bosak, Jr., Embalmer
John B. Sterry, Jr.

ALSO PRESENT: Alfreda Gaither, Hearing Officer, DPH
Gary Griffin, Department of Public Health

The meeting convened at 9:32 a. m.

I. **MINUTES**

The minutes from August 20, 2013 will be reviewed at the next meeting.

II. **CHAIR UPDATES**

Mr. Jowdy gave an update regarding the food/beverage issue.

III. **DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are six cases currently in various stages of investigation by the Department. Four additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

IV. **NEW BUSINESS**

- A. Respondent's Motion for Reconsideration
Hebrew Funeral Home – Petition No. 2011-980
Leonard Holtz – Petition No. 2011-981

No action will be taken by the Board concerning respondent's motion which was received on September 3, 2013. Pursuant to Connecticut General Statute §4-181a, if a motion for reconsideration has not been acted on within 25 days of filing, it shall be deemed denied.

B. Schedule Meeting Dates for 2014

The following meeting dates have been scheduled for 2013:

February 4, 2014

April 3, 2014

June 3, 2014

August 7, 2014

October 7, 2014

December 2, 2014

All meetings will be scheduled for 9:30 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

V. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:24 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on August 20, 2013 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT:	Daniel P. Jowdy, Embalmer Darrell L. McClam, Embalmer John B. Sterry, Jr.
BOARD MEMBERS ABSENT:	Gerald Bosak, Jr., Embalmer
ALSO PRESENT:	Alfreda Gaither, Hearing Officer, DPH Gary Griffin, Department of Public Health

The meeting convened at 9:33 a.m.

1. OPEN FORUM

Brian Delton, Embalmer No.002536, addressed the Board concerning modifying the probation of his license. Mr. Delton was advised that he would need to put his request in writing and to discuss his request with Bonnie Pinkerton of the Department of Public Health's compliance office.

II. MINUTES

The minutes from the May 16, 2013 meeting were reviewed. Mr. McClam made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

III. CHAIR UPDATES

Mr. Jowdy reported that pursuant to legislation, a task force has been formed to explore the issue of serving food and beverage in Funeral Homes. The task force will be meeting in September and must present a report to the Public Health Committee before the start of the 2014 legislative session. Mr. Jowdy and Mr. Sterry will serve on the task force along with five members of the Connecticut Funeral Directors Association and three individuals from Service Corporation International.

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are seven cases currently in various stages of investigation by the Department. Six additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

V. NEW BUSINESS

A. Memorandum of Decision – Hebrew Funeral Association – Petition No. 2011-980

Mr. Sterry made a motion, seconded by Mr. McClam, to adopt the Memorandum of Decision in this matter. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a one year probation and a \$500.00 civil penalty.

B. Memorandum of Decision – Hebrew Funeral Association – Petition No. 2011-980

Mr. Sterry made a motion, seconded by Mr. McClam, to adopt the Memorandum of Decision in this matter. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a one year probation and a \$500.00 civil penalty.

VI. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:23 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors