

AGENDA

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

Thursday, January 12, 2012 at 9:30 AM
Department of Public Health
410 Capitol Avenue, Hartford, CT
Third Floor- Hearing Room

CALL TO ORDER

I. OPEN FORUM

II. MINUTES

Review and approval of the minutes from the December 8, 2011 meeting.

III. CHAIR UPDATES/CORRESPONDENCE

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

Gary Griffin, Investigations Supervisor, DPH

V. NEW BUSINESS

Christopher P. Gee

*Request for waiver from full-time employment as an apprentice
pursuant to § 20-211-17*

VI. LEGAL OFFICE BUSINESS

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 8, 2011 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
Peter Hansen, Embalmer
Gerald Bosak, Jr., Embalmer
John B. Sterry, Jr.

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health

The meeting convened at 9:30 a.m.

I. MINUTES

The minutes from the September 27, 2011 and November 2, 2011 meetings were reviewed. Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Mr. Jowdy mentioned that the State of Connecticut Department of Consumer Protection (DOCP) is in the process of preparing a publication regarding pre-need issues. Mr. Jowdy stated he would like to invite representatives from the DOCP to a future meeting to discuss this matter

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Electronic Death Certificates

Jane Purtill, Registrar of Vital Records reported that the pilot program in Middletown is going well. Issues have been identified and corrected. The next step is to expand the pilot to Middlesex County. A webinar is planned for future training.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eighteen cases currently in various stages of investigation by the Department. Twelve additional cases have been referred to the Department's Legal Office for further review.

IV. NEW BUSINESS

A. **Memorandum of Decision**

Ronald J. Dougiello – Petition No. 2009-0528-030-003

Mr. Hansen made a motion, seconded by Mr. Bosak, to adopt the Memoranda of Decision in this matter. The motion passed unanimously. Mr. Jowdy signed the Order which dismisses the charges filed against respondent.

B. Schedule Meeting Dates for 2012

The following meeting dates have been scheduled for 2012:

January 12, 2012

March 1, 2012

May 8, 2012

August 14, 2012

October 23, 2012

December 4, 2012

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

V. LEGAL OFFICE BUSINESS

George M. Downer, Embalmer – Petition No. 2009-20091490

Ellen Shanley, Staff Attorney, Department of Public Health presented a proposed Consent Order in the referenced matter.

Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a reprimand and a \$500.00 civil penalty.

VI. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:08 a.m.

Respectfully submitted,

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

