

## **AGENDA**

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

**Tuesday, August 20, 2013 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 May 16, 2013 meeting.

#### **III. CHAIR UPDATES/CORRESPONDENCE**

#### **IV. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

*Gary Griffin, Investigations Supervisor, DPH*

#### **V. NEW BUSINESS**

A. Memorandum of Decision

*Hebrew Funeral Home – Petition No. 2011-980*

B. Memorandum of Decision

*Leonard Holtz – Petition No. 2011-981*

#### **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 May 16, 2013 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer  
Gerald Bosak, Jr., Embalmer  
Darrell L. McClam, Embalmer

**BOARD MEMBERS ABSENT:** John B. Sterry, Jr.

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

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The meeting convened at 9:33 a.m.

**I. MINUTES**

The minutes from the March 21, 2013 meeting were reviewed. Mr. Bosak made a motion, seconded by Mr. McClam, to approve the minutes. The motion passed unanimously.

**II. CHAIR UPDATES**

Mr. Jowdy reported that proposed legislation that would allow serving of food and beverage in Funeral Homes will not be proceeding during this year's legislative session.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. Investigations Update

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

**IV. NEW BUSINESS**

A. Ferry Funeral Home – Request for waiver

Mr. Bosak made a motion, seconded by Mr. McClam, to add this item to the agenda. The motion passed unanimously.

Mr. Bosak made a motion, seconded by Mr. McClam, to grant a request by Ferry Funeral Home for an exception to § 20-224 to allow the employment of three student apprentice embalmers un July 1, 2013. The motion passed unanimously.

B. Memorandum of Decision – James Sanders

Mr. McClam made a motion, seconded by Mr. Bosak, to add this item to the agenda. The motion passed unanimously.

Mr. Bosak made a motion, seconded by Mr. McClam, to adopt the Memorandum of Decision in the matter of James Sanders. The motion passed unanimously. Mr. Jowdy signed the Order granting reinstatement of Mr. Sanders' license with conditions.

V. **OFFICE OF LICENSURE REGULATION AND COMPLIANCE**

Michael N. Wantroba – Petition No. 2011-14

Ellen Shanley, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was present but not represented.

Mr. McClam made a motion, seconded by Mr. Bosak, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a \$1000.00 civil penalty.

VI. **ADJOURNMENT**

There was no further business and the meeting was adjourned at 9:50 a.m.

Respectfully submitted,

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