

## AGENDA

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

Thursday, November 5, 2015 at 9:30 AM

Department of Public Health  
410 Capitol Avenue, Hartford, CT  
Third Floor – Hearing Room

#### CALL TO ORDER

I. EXECUTIVE SESSION - PENDING LITIGATION

*Kerry Colson, Assistant Attorney General*

II. OPEN FORUM

III. MINUTES

Review and approval of the minutes from the June 2, 2015 meeting.

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

*Gary Griffin, Investigations Supervisor, DPH*

V. NEW BUSINESS

A. License Reinstatement Application

- Robert Wallace (embalmer license # 001992)

V. OFFICE OF LICENSURE REGULATION AND COMPLIANCE

#### ADJOURN

The Department of Public Health is an equal opportunity provider and employer.

*If you require aid/accommodation to participate fully and fairly,  
please contact the Public Health Hearing Office at 860-509-7566*

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 June 2, 2015 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the third floor Hearing Room.

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**BOARD MEMBERS PRESENT:** Darrell L. McClam, Embalmer - Chairman  
Gerald Bosak, Jr., Embalmer – *via telephone*  
Frank W. Carmon, IV, Embalmer  
Agnes Pier

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Gary Griffin, Department of Public Health  
Jeffrey A. Kardys, Board Liaison  
Alfreda Gaither, Hearing Officer

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The meeting convened at 9:32 a. m.

**I. EXECUTIVE SESSIONS - PENDING LITIGATION**

CHRISTOPHER PANNESSE v STATE OF CONNECTICUT; STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH; CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS, ET AL.

Mr. Bosak made a motion, seconded by Mr. Carmon, to enter executive session to discuss pending litigation, with Assistant Attorney General Kerry Colson, in which Board members have been named as defendants. The motion passed unanimously and the Board entered executive session from 9:33 a.m. until 9:59 a.m. No motions were made and no votes were taken during executive session.

**II. MINUTES**

The April 2, 2015 minutes were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. Carmon.

**III. NEW BUSINESS**

A. Licensure requirements for Funeral Directors and Embalmers

Christian Andresen, Section Chief, DPH Practitioner Licensing and Investigations and Stephen Carragher, Public Health Services Manager, DPH Office of Practitioner Licensing and Certification were present for this discussion.

It was explained that since 1963, student embalmers and student funeral directors have been required to pass the National Board Examination developed and administered by the International Conference of Funeral Service Examining Boards. The DPH requested that the Board consent to the continued use of this examination.

Mr. Bosak made a motion, seconded by Ms. Pier, that the Board consent to and reaffirm that the National Board Examination is and has been 1963 the examination which student embalmers and student funeral directors must successfully complete as one of the prerequisites for licensure pursuant to General Statutes §§ 20-213 and 20-217. The Motion passed unanimously.

Mr. Bosak made a motion, seconded by Mr. Carmon, that the current educational requirements for licensure as an embalmer or a funeral director remain unchanged. The motion passed unanimously. The requirements are: Completion of an associate's degree in mortuary science from an educational institution accredited by the American Board of Funeral Service Education. Applicants who have earned only a diploma in mortuary science from an educational institution accredited by the American Board of Funeral Service Education must also hold a baccalaureate degree from a regionally accredited institution of higher education. The baccalaureate degree program must include a minimum of 6 semester hours or 9 trimester hours in the following content areas related to funeral service: business management, accounting, finance, merchandising, business law, computer applications, ethics, counseling, and psychology.

B. License Reinstatement Review – Neville de la Rosa, License #002475

An application for license reinstatement for Neville de la Rosa was presented by Frank Manna, Office of Practitioner Licensing and Certification.

Mr. Carmon Made a motion, seconded by Ms. Pier, to recommend reinstatement of Mr. de la Rosa's license. The motion passed unanimously.

C. Alfredo Camargo (Apprentice)

Mr. Camargo was present regarding his request for a waiver to engage in full time employment in addition to full employment as an apprentice embalmer.

Ms. Pier made a motion, seconded by Mr. Carmon, to grant Mr. Camargo's request. The motion passed unanimously.

D. Schedule Hearing date

The hearing in the matters of Andre F. Baker, Jr., Embalmer - Petition No. 2012-490 and Baker Funeral Services, Inc. - Petition No. 2012-491 will be scheduled for September 3, 2015 at 10:30 a.m. following the regularly scheduled Board meeting.

**IV. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are ten cases currently in various stages of investigation by the Department.

**V. OPEN FORUM**

Monique Hetzler, Embalmer Apprentice, addressed the Board concerning her difficulties finding full time apprentice work.

**VI. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:15 a.m. on a motion by Mr. Bosak, seconded by Mr. Carmon.

Respectfully submitted,

Darrell L. McClam - Chairman  
Board of Examiners of Embalmers and Funeral Directors