

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on February 26, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer  
John B. Sterry

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Jennifer Filippone, Section Chief, Department of Public Health  
Stephen Carragher, Health Program Supervisor, DPH  
Gary Griffin, DPH  
Diane Wilan, Staff Attorney, DPH  
Kerry Colson, Assistant Attorney General - *via telephone*

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Chairperson Celia Pinzi called the meeting to order at 9:37 a.m.

**I. MINUTES**

The minutes from the November 15, 2007 meeting were reviewed. Mr. Jowdy made a motion, seconded by Mr. Donahue, to approve the minutes as corrected. The motion passed unanimously.

**II. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 12 cases currently in various stages of investigation by the Department. 9 additional cases have been referred to the Department's Legal Office for further review.

Pre-Need Accounts

Jennifer Filippone, Section Chief, Department of Public Health reported that the DPH, Department of Consumer Protection, the Connecticut Funeral Directors Association and the Office of the Attorney General are actively discussing issues related to pre-need accounts. Presently there is no pending legislation regarding this issue.

Briarwood College

At the November 2007 meeting the Board reviewed a letter regarding a policy at Briarwood College requiring mortuary science students to obtain employment at funeral homes for the purpose of gaining experience in embalming of bodies.

Jennifer Filippone reported that the DPH does not regulate educational settings but is reviewing this issue to ensure that embalmings are being performed pursuant to statutes and regulations.

An update will be provided at the April 8, 2008 meeting.

**III. NEW BUSINESS**

A. Petteway Funeral Home – Petition No. 2006-0120-056-002

The Board reviewed a Motion to Revoke Summary Suspension Order filed by respondent. Attorney David Gronbach was present on behalf of respondent. Stanley Peck, Section Chief, Legal Office was present on behalf of the Department of Public Health.

The Department did not object to respondent's motion.

Mr. Hansen made a motion, seconded by Mr. Jowdy, to grant respondent's motion. The motion passed with all in favor except Ms. Pinzi who was recused.

B. Scheduled Hearing Date

Valerie Jones – Petition No. 2005-0802-030-011

A hearing in this matter will be scheduled for June 3, 2008 beginning at 10:30 a.m.

**IV. LEGAL OFFICE BUSINESS**

A. Thomas M. Gallagher, Embalmer - Petition No. 2005-0630-030-009  
SCI CT Funeral Service d/b/a Leo Gallagher & Sons Funeral Home  
Petition No. 2005-0630-056-010

Stanley Peck, Section Chief, Legal Office, Department of Public Health presented Consent Orders in these matters. Attorney Robert Simpson was present on behalf of respondents. Attorneys Peck and Simpson provided background information in these matters.

Mr. Jowdy made a motion, seconded by Mr. Sterry, to reject the Consent Orders as written. The motion passed with all in favor except Mr. Donohue.

Mr. Donohue made a motion, seconded by Mr. Hansen, to approve the Consent Orders with a modification to paragraph 3 in which "embalming" is changed to "restorative." Mr. Donohue and Mr. Hansen voted in favor of the motion. Ms. Pinzi, Mr. Sterry and Mr. Jowdy were opposed. The motion failed.

The Board, by telephone conference, conferred with Assistant Attorney General Kerry Colson regarding procedures for recommending modifications to language in a proposed Consent Order. Following lengthy discussion, Mr. Sterry made a motion, seconded by Mr. Jowdy, recommending that "embalming" be changed to "restorative" in paragraph 3 and that the proposed civil penalty be increased to \$5000.00 in each Consent Order. The passed with all in favor except Mr. Donohue who was opposed.

B. Michelle Balzano, Embalmer - Petition No. 2005-1214-056-016

Stanley Peck, Section Chief, Legal Office, Department of Public Health presented Consent Orders in these matters. Attorney Robert Simpson was present on behalf of respondent.

Attorneys Peck and Simpson provided background information in this matter.

Following a lengthy discussion, Mr. Hansen made a motion, seconded by Mr. Jowdy, to reject the Consent Order in that more information is need for the Board to make an informed decision.

The motion passed with all in favor except Mr. Donohue who was opposed.

C. SCI CT Funeral Service d/b/a Leo Gallagher & Sons Funeral Home  
Petition No. 2005-1209-056-021

Stanley Peck, Section Chief, Legal Office, Department of Public Health presented Consent Orders in these matters. Attorney Robert Simpson was present on behalf of respondent.

Attorneys Peck and Simpson provided background information in this matter.

Mr. Sterry made a motion, seconded by Mr. Jowdy, to reject the Consent Order in that more information is need for the Board to make an informed decision and to recommend an increase in the proposed civil penalty passed on the current information presented. The motion passed with all in favor except Mr. Donohue who was opposed.

D. Jonathan White, Embalmer - Petition No. 2005-1214-030-020

Stanley Peck, Section Chief, Legal Office, Department of Public Health presented Consent Orders in these matters. Attorney Robert Simpson was present on behalf of respondent.

Attorneys Peck and Simpson provided background information in this matter.

Mr. Hansen made a motion, seconded by Mr. Donohue, to approve the Consent Order. The motion passed unanimously. Ms. Pinzi signed the Order.

V. **ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on April 8, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer  
John B. Sterry

**BOARD MEMBERS ABSENT:** James Donohue

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Gary Griffin, DPH  
Ellen Shanley, Staff Attorney, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

**I. MINUTES**

The minutes from the February 26, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

**II. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Briarwood College

Jeffrey Kardys reported on behalf of Jennifer Filippone, Section Chief, Department of Public Health that the law does allow students enrolled in the Mortuary Science program of Briarwood College to perform embalmings at local area funeral homes. The Department is still reviewing this matter to ensure public safety. Ms. Filippone will report on this issue at the June meeting.

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 10 cases currently in various stages of investigation by the Department. 10 additional cases have been referred to the Department's Legal Office for further review.

**III. LEGAL OFFICE BUSINESS**

- A. Robert Dzeidzic, Funeral Director - Petition No. 2005-1209-030-009  
Plantsville Funeral Home – Petition No. 2005-1209-056-022

Ellen Shanley, Staff Attorney, Department of Public Health presented Consent Orders in these matters. Respondent was not present or represented.

Mr. Hansen made a motion, seconded by Ms. Pinzi to approve the Consent Orders.

The motion passed unanimously. Ms. Pinzi signed the Orders.

The Board requested that the Department of Public Health Monitoring Unit provided a report at the June 3, 2008 meeting as to who has been approved as the practice supervisor during Mr. Dzeidzic's probation.

**IV. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on June 3, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer  
John B. Sterry, Jr.

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Kathleen Boulware, DPH  
Gary Griffin, DPH  
Ellen Shanley, DPH  
Diane Wilan, Staff Attorney, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

**I. MINUTES**

The minutes from the April 8, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

**II. CHAIR UPDATES**

Ms. Pinzi announced that the August 2008 meeting will be rescheduled from August 12, 2008 to Thursday, August 7, 2008.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. Briarwood College

Kathleen Boulware, Public Health Services Manager, Department of Public Health reported that Jennifer Filippone, Section Chief, Department of Public Health will give an update on this issue at the August meeting.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 14 cases currently in various stages of investigation by the Department. 11 additional cases have been referred to the Department's Legal Office for further review.

**IV. NEW BUSINESS**

A. Health Assistance interVention Education Network for Connecticut Health Professionals – (HAVEN)

This item is postponed until a future date.

B Memorandum of Decision  
Petteway Funeral Home – Petition No. 2006-0120-056-002

Mr. Hansen made a motion, seconded by Mr. Sterry, to adopt the Memorandum of Decision imposing a reprimand and issuing a \$5,000 Civil Penalty in this matter. The motion passed with all in favor except Ms. Pinzi who was recused. Mr. Hansen signed the order on behalf of the Board.

V. **LEGAL OFFICE BUSINESS**

A. Jeffrey Hull, Embalmer- Petition No. 2006-0619-030-008  
Hull Funeral Service – Petition No. 2006-0619-056-009

Diane Wilan, Staff Attorney, Department of Public Health presented Consent Orders in these matters. Attorney Paul DeLuca was present on behalf of respondents.

Mr. Hansen made a motion, seconded by Ms. Pinzi to approve the Consent Orders.

Following discussion the motion failed. Mr. Hansen and Mr. Donohue voted in favor of approving the Consent Orders, Ms. Pinzi and Mr. Sterry were opposed and Mr. Jowdy who abstained. The Board suggested that the Consent Orders be revised to include continuing education related to the proper procedure for the depositing of pre-need funds.

B. Valerie Jones, Embalmer - Petition No. 2005-0802-030-011

Ellen Shanley, Staff Attorney, Department of Public Health presented motion to withdraw Statement of Charges in this matter. Mr. Donohue made a motion, seconded by Ms. Pinzi, to grant the Departments' motion to withdraw the charges against Ms. Jones. The motion passed unanimously.

C. Thomas M. Gallagher, Embalmer - Petition No. 2005-0630-030-009

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. Hansen made a motion, seconded by Mr. Jowdy, to approve the Consent Order. The motion passed unanimously. Ms. Pinzi signed the Order.

D. SCI CT Funeral Service d/b/a

Leo Gallagher & Son Funeral Home - Petition No. 2005-0630-056-010

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. Donohue made a motion, seconded by Ms. Pinzi, to approve the Consent Order. The motion passed unanimously. Ms. Pinzi signed the Order.

VI. **ADDITIONAL BUSINESS**

Mr. Jowdy requested that the following issues be placed on the August agenda for discussion and that a representative of the Department of Public Health Office of Vital Records attend the meeting.

1. Who may obtain a certified copy of a death certificate?
2. Can a civil union partner be an informant for a death certificate?
3. Can a civil union partner sign a request for cremation?

**VII. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:57 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on August 7, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer  
John B. Sterry, Jr.

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Kathleen Boulware, DPH  
Gary Griffin, DPH  
Diane Wilan, Staff Attorney, DPH  
Elizabeth Frugale, Vital Records, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

**I. MINUTES**

The minutes from the June 3, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Donohue, to approve the minutes as edited. The motion passed unanimously.

**II. CHAIR UPDATES**

None

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. Briarwood College

Jennifer Filippone, Section Chief, Department of Public Health will give an update on this issue at the October meeting.

Kathleen Boulware, Public Health Services Manager, Department of Public Health reported that she will be doing a presentation at Briarwood in November 2008. She plans on having a representative from the State of Connecticut, Department of Consumer Protection present with her.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 13 cases currently in various stages of investigation by the Department. 9 additional cases have been referred to the Department's Legal Office for further review.

**IV. NEW BUSINESS**

Death certificates – certified copies.

Elizabeth Frugale, Department of Public Health Office of Vital Records stated that death certificates are a public record and a certified copy may be obtained by anyone. However, the administrative section of the death certificate, which contains the Social Security Number, is not released to any one other than a surviving spouse or next of kin.

Civil union partner as an informant for a death certificate.

Ms. Frugale stated that §46b-3800 of the General Statutes provided that civil union partners have the same designation as "spouse", "family", "immediate family", "dependent", "next of kin." Therefore a civil union partner can be listed as an informant on a death certificate. Ms Frugale further stated that the death certificate revisions are pending with the printer.

Civil union partner as signatory on a request for cremation.

Pursuant to the above, civil union partners can sign a request for cremation. This form will also be revised.

**V. LEGAL OFFICE BUSINESS**

A. Jeffrey Hull, Embalmer- Petition No. 2006-0619-030-008

Hull Funeral Service – Petition No. 2006-0619-056-009

Diane Wilan, Staff Attorney, Department of Public Health presented Consent Orders in these matters.

Mr. Hansen made a motion, seconded by Ms. Pinzi, to approve the Consent Orders.

The motion passed with all in favor except Mr Jowdy who recused himself. Ms. Pinzi signed the Orders.

B. Weinstein Mortuary, Inc. – Petition No. 2007-0817-056-004

Diane Wilan, Staff Attorney, Department of Public Health presented Consent Orders in this matter.

Mr. Jowdy made a motion, seconded by Mr. Donohue, to approve the Consent Order.

The motion passed unanimously. Ms. Pinzi signed the Orders.

C. Michael Weinstein, Embalmer- Petition No. 2007-0817-030-004

Diane Wilan, Staff Attorney, Department of Public Health presented Consent Orders in this matter.

Ms. Pinzi made a motion, seconded by Mr. Sterry, to reject the Consent Order.

The motion passed with all in favor except Mr. Donohue who was opposed.

The Board suggested that this proposed order be modified to include a reprimand, a period of suspension and an increases civil penalty.

**VI. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on October 9, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer

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

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Kathleen Boulware, DPH  
Gary Griffin, DPH  
Diane Wilan, Staff Attorney, DPH  
Elizabeth Frugale, Vital Records, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

**I. MINUTES**

The minutes from the August 7, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Jowdy, to approve the minutes. The motion passed.

**II. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 14 cases currently in various stages of investigation by the Department. 6 additional cases have been referred to the Department's Legal Office for further review.

Mr. Griffin also provided statistics for the number of Funeral Homes licensed in Connecticut.

2004 – 312

2005 – 309

2006 – 303

2007 – 299

2008 – 298

The Board reviewed and updated the list of examiners for the practical licensure examination. The Department of Public Health will update this information on its web-site.

**III. NEW BUSINESS**

A. Health Assistance interVention Education Network for Connecticut Health Professionals – (HAVEN)

Maureen Dinnan, Esq., Neubert, Pepe & Monteith gave a presentation regarding the Health Assistance interVention Education Network for Connecticut Health Professionals (HAVEN). This program was developed pursuant to Public Act 07-103. Attorney Dinnan gave an overview of the programs mission, services and goals

Currently there are no Embalmers or Funeral Directors enrolled in the program.

B. Memoranda of Decision

Clifton Petteway – Petition No. 2006-0120-000-003

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision ordering Mr. Clifton Petteway to cease and desist from any funeral directing or embalming activities. The motion passed with all in favor except Ms. Pinzi who was recused. Mr. Hansen signed the order on behalf of the Board.

Rev. Stanley Petteway – Petition No. 2006-0120-000-004

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision dismissing the charges against Reverend Stanley Petteway. The motion passed with all in favor except Ms. Pinzi who was recused. Mr. Hansen signed the order on behalf of the Board.

**IV. LEGAL OFFICE BUSINESS**

A. Michael Weinstein, Embalmer- Petition No. 2007-0817-030-004

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. Weinstein was not present.

Mr. Jowdy made a motion, seconded by Mr. Hansen, to table this matter until the December 2, 2008 meeting to allow Board member Mr. Sterry to be present and Mr. Weinstein to be present. The motion passed.

B. Frederick King Embalmer – Petition No. 2006-0713-030-009

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. King was present but not represented

Following a review of the circumstances in this matter Ms. Pinzi made a motion, seconded by Mr. Hansen, that the Consent Order be rejected with a recommendation that the matter be dismissed because Mr. King's conduct did not warrant disciplinary action. The motion passed unanimously.

**V. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on December 2, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer  
John B. Sterry, Jr.

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Gary Griffin, DPH  
Diane Wilan, Staff Attorney, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:25 a.m.

**I. MINUTES**

The minutes from the October 9, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Jowdy, to approve the minutes as edited. The motion passed.

**II. CHAIR UPDATES**

Ms. Pinzi reported that she has received calls from individuals needing to take the practical licensing examination. These individuals have stated that the Department of Public Health suggested that they contact a practical examiner and ask if the examiner's facility can be utilized for the examination and if the examiner can supply the body.

The Board has concerns with this suggestion provided by the Department.

Jennifer Filippone Section Chief, Office of Practitioner Licensing was present for this discussion.

Ms. Filippone will look into this and report back to the Board.

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

**Investigations Update**

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 15 cases currently in various stages of investigation by the Department. Additional cases have been referred to the Department's Legal Office for further review.

**IV. NEW BUSINESS**

Memoranda of Decision

Assistant Attorney General High Barber was present to provide counsel to the Board regarding the following matters.

A. Kevin Riley - Petition No. 2006- 0427-030-006

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision reprimanding the embalmer license of Kevin Riley. The motion passed with all in favor except Mr. Hansen who was recused. Ms. Pinzi signed the order on behalf of the Board.

B. Coventry Funeral Home - Petition No. 2006- 1206-056-012

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of the Decision dismissing the charges in this matter. The motion passed with all in favor except Mr. Hansen who was recused. Ms. Pinzi signed the order on behalf of the Board.

C. Hartford Trade Service – Petition No. 2006-0427-056-00

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision imposing a civil penalty in the amount of \$10,000.00. The motion passed with all in favor except Mr. Hansen who was recused. Ms. Pinzi signed the order on behalf of the Board.

D. Meeting dates for 2009

The following meeting dates have been scheduled for 2009:

January 27, 2009

March 3, 2009

June 2, 2009

September 1, 2009

October 20, 2009

December 1, 2009

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**

A. Michael Weinstein, Embalmer - Petition No. 2007-0817-030-004

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. Weinstein was present with Attorney Mark Dean.

Mr. Jowdy made a motion, seconded by Mr. Hansen, to approve the Consent Order with modifications as suggested by the Board. The motion passed unanimously.

Ms. Pinzi signed the order on behalf of the Board

**VI. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors