

**STATE OF MAINE**  
**BOARD OF FUNERAL SERVICE**

*Minutes of January 3, 2023, Board Meeting*

Members Present: Bethel Shields

Others Present: Anne Head, Commissioner, Holly Poirier, Board Manager, Elizabeth Stivers, AAG; Tammy Reed, Board Clerk; Candice Wright, Consumer Assistance and Hearing Coordinator

Members via Zoom: Chad Poitras, Peter Arsenault, Robert Barnes

Members Absent:

**CALL TO ORDER**

Chad Poitras Board Chair, called the meeting to order at 9:09 a.m.

**MINUTES REVIEW AND APPROVAL**

Bethel Shields made a motion to amend the November 8, 2022, minutes. Robert Barnes made a motion to accept the minutes as amended. Chad Poitras seconded the motion.

**Vote: 4 in favor**

**REVIEW OF SPECIFIC FINDINGS AFTER POST-LEGAL REVIEW AND PURSUANT TO 5 M.R.S. § 8052(5)(B), Chapter 12, Transportation of Human Remains**

Bethel Shields made a motion to vote for provisional adoption of major substantive rulemaking pursuant to 5 M.R.S. § 8072. Peter Arsenault seconded the motion.

**Vote: 4 in favor**

**CEU COURSE REVIEW**

Chad Poitras made a motion to not approve STS 232 – Principles of Statistical Inference. Peter Arsenault seconded the motion.

**Vote: 4 in favor**

Chad Poitras made a motion to approve ECO 120: Principles of Microeconomics – Fall 2021. Bethel Shields seconded the motion.

**Vote: 1 in favor 3 opposed**

Bethel Shields made a motion to approve ANT102 – Spring 2022 Introduction to Anthropology: Diversity of Cultures Sections 1 and 2. Chad Poitras seconded the motion.

**Vote: 4 in favor**

Chad Poitras made a motion to table the number of continuing education credits allowed for the ANT102 – Spring 2022 Introduction to Anthropology: Diversity of Cultures Sections 1 and 2. Peter Arsenault seconded the motion.

**Vote: 4 in favor**

### **REMOTE PARTICIPATION POLICY REVIEW**

Chad Poitras made a motion to accept the remote participation policy. Bethel Shields seconded the motion.

**Vote: 4 in favor**

### **ELECTION OF COMPLAINT OFFICER**

Chad Poitras made a motion to table the election of a complaint officer. Robert Barnes seconded the motion.

**Vote: 4 in favor**

### **PUBLIC COMMENT**

### **AMENDED AGENDA**

Chad Poitras made a motion to amend the agenda to add Robert Barnes' request to travel to the Funeral Directors National Conference 2023. Peter Arsenault seconded the motion.

**Vote: 4 in favor**

Chad Poitras made a motion to approve Robert Barnes' request to travel to the Funeral Directors National Conference 2023. Bethel Shields seconded the motion.

**Vote: 4 in favor**

### **ADJOURN**

Chad Poitras made a motion to adjourn at 10:01 a.m. Peter Arsenault seconded the motion.

**Vote: 4 in favor**