

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

*Minutes of January 11, 2022, Board Meeting*

Members Present: Chad Poitras, Chair; Bethel Shields, Robert Barnes, John Brennan, Brian Mays, and Peter Arsenault

Others Present: Jennifer Hawk, Board Administrator, Elizabeth Stivers, AAG; Tammy Reed, Board Clerk; Candice Wright, Consumer Assistance and Hearing Coordinator

Members Absent:

**CALL TO ORDER**

Chad Poitras, Board Chair, called the meeting to order at 9:01 a.m.

**MINUTES REVIEW AND APPROVAL**

Bethel Shields made a motion to approve the November 9, 2021 meeting minutes. Peter Arsenault seconded the motion.

**Vote: 6 in favor**

**COMPLAINT PRESENTATION(S)**

**2021-FUN-17759**

Peter Arsenault made a motion to dismiss the complaint without prejudice and refer the matter to the Attorney General for unlicensed practice. Bethel Shields seconded the motion.

**Vote: 5 in favor (1 abstained – Brian Mays)**

**2021-FUN-17784**

Bethel Shields made a motion to offer the licensee a consent agreement; the terms of the consent agreement are the licensee's acceptance of a warning and payment of a \$500.00 civil penalty. Robert Barnes seconded the motion.

**Vote: 5 in favor (1 abstained – Brian Mays)**

**2021-FUN-17789**

Robert Barnes made a motion to dismiss the complaint and send the licensee a letter of guidance. The letter of guidance shall remain in the licensee's file for a period of 5 years. Peter Arsenault seconded the motion.

**Vote: 5 in favor (1 abstained – Brian Mays)**

## **2021-FUN-17803**

Chad Poitras made a motion dismiss the complaint. Peter Arsenault seconded the motion.

**Vote: 5 in favor (1 abstained – Brian Mays)**

### **CHAIR'S REPORT**

Robert Barnes informed the Board that he would not be attending the Conference meeting in February.

### **ADMINISTRATOR'S REPORT**

Commissioner Head spoke to the Board regarding recently enacted legislation, 2021 Public Law Chapter 167, L.D. 149 An Act To Facilitate Licensure for Credentialed Individuals from Other Jurisdictions and answered various questions they posed.

### **PUBLIC COMMENT**

Methyl Smith spoke to the Board.

### **ADJOURN**

Bethel Shields made a motion to adjourn at 9:50 a.m. John Brennan seconded the motion.

**Vote: 6 in favor**