

STATE OF MAINE
BOARD OF FUNERAL SERVICE

Minutes of January 14, 2020 Board Meeting

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

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

Members Absent: Robert Barnes

CALL TO ORDER

Chad Poitras, Board Chair, called the meeting to order 9:00 a.m. in the Central Conference Room at the Office of Professional and Occupational Regulation in Gardiner, Maine.

AGENDA MODIFICATIONS AND APPROVAL

No changes.

MINUTES REVIEW AND APPROVAL

A motion was made by Bethel Shields to approve the minutes from the October 8, 2019 meeting. The motion was seconded by Glenn Henderson.

Vote: 6 in favor

COMPLAINT PRESENTATION(S)

2019-FUN-15926

A motion was made by Glenn Henderson to dismiss the complaint and send the licensee a letter of guidance. The letter of guidance will remain in the licensee's file for a period of five (5) years. Bethel Shields seconded the motion.

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

2019-FUN-16043

A motion was made by Bethel Shields to dismiss this complaint. Glenn Henderson seconded the motion.

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

RULE-MAKING DISCUSSION

Chad Poitras made a motion to accept the proposed changes to Chapter 5, Chapter 6-A, and Chapter 11 of the Board's rules and start the APA rulemaking process. Glenn Henderson seconded the motion.

Vote: 6 in favor

REVIEW OF FUNERAL ESTABLISHMENT INSPECTION REPORT FORM

The board reviewed the inspection form.

ADMINISTRATOR'S REPORT

Nothing to report.

PUBLIC COMMENT

ADJOURN

A motion was made by Bethel Shields to adjourn at 9:45 a.m. Peter Arsenault seconded the motion.

Vote: 6 in favor