



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
MAINE STATE BOARD OF FUNERAL SERVICE



Janet T. Mills  
Governor

Joan F. Cohen  
Commissioner

## BOARD OF FUNERAL SERVICE

### Public Board Meeting

May 13, 2025

### AGENDA

Location: Maine Department of Professional and Financial Regulation  
76 Northern Avenue, Gardiner, ME 04345

Room: Kennebec Conference Room

Time: 9:00 a.m.

Join Zoom Meeting

<https://mainestate.zoom.us/j/83285812502?pwd=ChQleanlRtR4YheLuiLo7yKEjzbyxQ.1>

Meeting ID: 832 8581 2502

Passcode: 13349418

#### **Board Member Participation:**

Board members may participate remotely in Board meetings pursuant to Title 1, Section 403-B and the Board Member Remote Participation Policy adopted by the Board September 14, 2021.

#### **Public Participation:**

Regardless of whether the Board meets in-person or by remote virtual means via Zoom, the public may observe the board meeting in-person at the location described above or may choose to join virtually (see the link above).

## I. CALL TO ORDER

Office Location: 76 Northern Avenue, Gardiner, Maine 04345  
Mailing Address: 35 State House Station, Augusta, Maine 04333  
<https://www.maine.gov/pfr/professionallicensing/>

Phone: (207) 624-8624

TTY: Please Call Maine Relay 711

Fax: (207) 624-8637

**II. REVIEW AND APPROVAL**

A. Review and Approval of March 11, 2025, Minutes

**III. APPLICATION REVIEW**

A. Vanessa Keithly, Pending AT11707

**IV. CEU DEFERMENT REQUEST**

A. Roger A. Tousignant, PR1036

**V. COMPLAINT PRESENTATIONS**

A. 2025-FUN-20565

**VI. LAWS & RULES**

A. Staff presentation of draft rules for repeal and replace of Board Rules

**VII. CHAIR'S REPORT**

**IX. ADMINISTRATOR'S REPORT**

**X. PUBLIC OPPORTUNITY TO COMMENT**

Under this item, the Board may offer an opportunity to members of the public listening in to comment on any public matter under the jurisdiction of the Board. While the Board cannot take action on any issues presented, nor can it respond to or debate decisions made today, including matters relating to complaint cases that may be on the agenda. The board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair a time limit on comments may be set.

**XI. ADJOURNMENT**