

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

*Minutes of August 11, 2020, Online Board Meeting*

**Members Present:** Chad Poitras, Chair; Bethel Shields, Glenn Henderson, Robert Barnes, 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:** John Brennan

**CALL TO ORDER**

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

**AGENDA MODIFICATIONS AND APPROVAL**

No changes.

**MINUTES REVIEW AND APPROVAL**

A motion was made by Bethel Shields to approve the minutes from the May 12, 2020 meeting. Robert Barnes seconded the motion.

**Vote: 6 in favor**

**2019-2021 CONTINUING EDUCATION REQUIREMENTS**

John Black – Correspondence

A motion was made by Chad Poitras to authorize board staff, at the time of renewal, to issue a continuing education deferment for licensees unable to complete them due to undue hardships caused by Novel Coronavirus, COVID-19. The 12 hours of continuing education for licensed funeral practitioners will be deferred until February 2023, and the annual OSHA training required for licensed funeral attendants will be deferred until February 2022. Glenn Henderson seconded the motion.

**Vote: 6 in favor**

**ADMINISTRATOR'S REPORT**

Nothing to report.

**PUBLIC COMMENT**

No comment.

**ADJOURN**

A motion was made by Glenn Henderson to adjourn at 9:29 a.m. Robert Barnes seconded the motion.

**Vote: 6 in favor**