

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on February 22, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer - Chairman
Gerald Bosak, Jr., Embalmer
Peter Hansen, Embalmer

BOARD MEMBERS ABSENT: James Donohue
John B. Sterry, Jr.

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health
Gerald Montano, Embalmer

The meeting convened at 9:32 a.m.

I. MINUTES

The minutes from the December 7, 2010 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the minutes. The motion passed unanimously.

II. OPEN FORUM

Gerald Montano commented that the Office of the Chief Medical Examiner is now requiring a signed death certificate before an approval for cremation will be made.

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are twenty cases currently in various stages of investigation by the Department. Fifteen additional cases have been referred to the Department's Legal Office for further review.

IV. LEGAL OFFICE BUSINESS

A. Brian S. Delton, Embalmer – Petition No. 2010-5635

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in the referenced matter. Respondent was present without representation

Following discussion Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the Consent Order which extends, by six months, the probation of respondent's license ordered in June 2010. The motion passed unanimously. Mr. Jowdy signed the Order.

B. Buckmiller Brothers Funeral Homes, Inc. – Petition No. 2009-1231-056-013
Ellen Shanley, Staff Attorney, Department of Public Health presented a Consent Order in the referenced matter.

Following discussion Mr. Hansen made a motion, seconded by Mr. Bosak to approve the Consent Order which imposes a \$10000.00 civil penalty, a reprimand and a one year period of probation. The motion passed unanimously. Mr. Jowdy signed the Order.

V. **ADJOURNMENT**

There was no further business and the meeting was adjourned at 9:50 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on April 16, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer - Chairman
Peter Hansen, Embalmer
John B. Sterry, Jr.

BOARD MEMBERS ABSENT: Gerald Bosak, Jr., Embalmer
James Donohue

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health
Gerald Montano, Embalmer

The meeting convened at 9:30 a.m.

I. MINUTES

The minutes from the February 22, 2011 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Mr. Jowdy reported there is proposed legislation to increase the fees for cremation permits. It is Bill No. 6393. He also reported that the Connecticut Funeral Directors Association may propose legislation regarding the discipline of licenses.

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Reciprocal Agreements

Jennifer Filippone, Section Chief, Practitioner Licensing and Investigations, DPH reported that agreements with other states should be updated by the next meeting.

B. Electronic Death Certificates

Jane Purtill, Registrar of Vital Records and Steve Sunderland, Information Technology Division provided an overview of the electronic death registry system,

C. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eighteen cases currently in various stages of investigation by the Department. Three additional cases have been referred to the Department's Legal Office for further review.

IV. NEW BUSINESS

License Reinstatement Review – Philip Porter

This matter was withdrawn buy the Department of Public Health

V. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on June 16, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer – Chairman
Gerald Bosak, Jr., Embalmer
Peter Hansen, Embalmer
John B. Sterry, Jr.

BOARD MEMBERS ABSENT: James Donohue

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health

The meeting convened at 9:37 a.m.

I. MINUTES

The minutes from the April 26, 2011 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Mr. Jowdy reported on legislation that would allow creation of satellite offices for conducting funeral arrangement services. The Board indicated its opposition to the concept of the bill as written.

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Electronic Death Certificates

Jeffrey A. Kardys, Board Liaison reported on an update as provided by Jane Purtill, Registrar of Vital Records.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are twenty-one cases currently in various stages of investigation by the Department. Eight additional cases have been referred to the Department's Legal Office for further review.

IV. Schedule Hearing Dates

Ronald J. Dougiello – Petition No. 2009-0528-030-003

A hearing in this matter will be scheduled for August 4, 2011 at 9:30 a.m.

V. ADJOURNMENT

There was no further business and the meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on September 27, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer - Chairman
Peter Hansen, Embalmer
Gerald Bosak, Jr., Embalmer

BOARD MEMBERS ABSENT: John B. Sterry, Jr.

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health

The meeting convened at 9:30 a.m.

I. MINUTES

The minutes from the June 16, 2011 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Mr. Jowdy mentioned that he along with the Connecticut Funeral Directors Association met with the Legislature Public Health Committee concerning the licensure and inspection of Funeral Homes. The result of this meeting is that there will be no change in this licensure program.

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Licensure

Jennifer Filippone, Section Chief, Practitioner Licensing and Investigations, DPH reported that there have been discussions with the Public Health Committee and the Department of Consumer Protection regarding oversight of pre-need issues.

Ms. Filippone also reported that the Legislatures Program Review and Investigations Committee, as part of Sunset Review, will be looking into the effectiveness of Boards and Commissions and the continued need for Boards and Commissions.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are nineteen cases currently in various stages of investigation by the Department. Fifteen additional cases have been referred to the Department's Legal Office for further review.

IV. NEW BUSINESS

A. Health Assistance intervention Education Network for Connecticut Health Professionals – (HAVEN)

Maureen Dinnan, Executive Director provided the annual update regarding the Haven Program. Over 200 licensed professionals are enrolled in the program at this time. No embalmers or funeral directors are currently enrolled.

B. License Reinstatement Review – Philip Porter

An application for reinstatement was presented by Frank Manna of the Department of Public Health.

Mr. Hansen made a motion, seconded by Mr. Bosak, recommending license reinstatement provided Mr. Porter passes the State Law Examination, the practical examination and is current with continuing education. The motion passed unanimously.

C. **Memorandum of Decision**

Brenda Ortiz, Embalmer – Petition No. 2008-1215-030-009

Community Funeral Chapels – Petition No. 2008-1215-056-009

Mr. Hansen made a motion, seconded by Mr. Bosak, to adopt the Memoranda of Decision in these matters. The motion passed unanimously. Mr. Jowdy signed the Orders which impose a period of probation and a civil penalty of \$2500.00 for each license.

V. **LEGAL OFFICE BUSINESS**

Petteway Funeral Home – Petition No. 2011-644

Diane Wilan, Staff Attorney, Department of Public Health presented a Motion for Summary Suspension in the referenced matter. Respondent was not present or represented.

Mr. Hansen made a motion, seconded by Mr. Bosak, to grant the Summary Suspension in that the allegations rise to a level of immediate threat to public safety or welfare. The motion passed unanimously.

A hearing will be scheduled for October 11, 2011.

VI. **ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on November 2, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Peter Hansen, Embalmer – *via telephone*
Gerald Bosak, Jr., Embalmer– *via telephone*
John B. Sterry, Jr. – *via telephone*

BOARD MEMBERS ABSENT: Daniel P. Jowdy, Embalmer

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison

The meeting convened at 9:06 a.m.

LEGAL OFFICE BUSINESS

Stanley Petteway, Embalmer – Petition No. 2011-643

Diane Wilan, Staff Attorney, Department of Public Health presented a Motion for Summary Suspension in the referenced matter. Respondent was not present or represented.

Mr. Bosak made a motion, seconded by Mr. Hansen, to grant the Summary Suspension in that the allegations rise to a level of immediate threat to public safety or welfare. The motion passed unanimously.

Mr. Bosak made a motion, seconded by Mr. Hansen, to grant a motion filed by the Department of Public Health to consolidate the hearing in this matter with the hearing in the matter of Petteway Funeral Home – Petition No. 2011-644. The motion passed unanimously.

A hearing will be held on November 15, 2011 at 9:30 a.m.

ADJOURNMENT

There was no further business and the meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Peter Hansen
Board of Examiners of Embalmers and Funeral Directors

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on December 8, 2011 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the Hearing Room on the third floor.

BOARD MEMBERS PRESENT: Daniel P. Jowdy, Embalmer
Peter Hansen, Embalmer
Gerald Bosak, Jr., Embalmer
John B. Sterry, Jr.

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Jeffrey A. Kardys, Board Liaison
Gary Griffin, Department of Public Health

The meeting convened at 9:30 a.m.

I. MINUTES

The minutes from the September 27, 2011 and November 2, 2011 meetings were reviewed. Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Mr. Jowdy mentioned that the State of Connecticut Department of Consumer Protection (DOCP) is in the process of preparing a publication regarding pre-need issues. Mr. Jowdy stated he would like to invite representatives from the DOCP to a future meeting to discuss this matter

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Electronic Death Certificates

Jane Purtill, Registrar of Vital Records reported that the pilot program in Middletown is going well. Issues have been identified and corrected. The next step is to expand the pilot to Middlesex County. A webinar is planned for future training.

B. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eighteen cases currently in various stages of investigation by the Department. Twelve additional cases have been referred to the Department's Legal Office for further review.

IV. NEW BUSINESS

A. **Memorandum of Decision**

Ronald J. Dougiello – Petition No. 2009-0528-030-003

Mr. Hansen made a motion, seconded by Mr. Bosak, to adopt the Memoranda of Decision in this matter. The motion passed unanimously. Mr. Jowdy signed the Order which dismisses the charges filed against respondent.

B. Schedule Meeting Dates for 2012

The following meeting dates have been scheduled for 2012:

January 12, 2012

March 1, 2012

May 8, 2012

August 14, 2012

October 23, 2012

December 4, 2012

All meetings will be scheduled for 9:30 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

V. LEGAL OFFICE BUSINESS

George M. Downer, Embalmer – Petition No. 2009-20091490

Ellen Shanley, Staff Attorney, Department of Public Health presented a proposed Consent Order in the referenced matter.

Mr. Hansen made a motion, seconded by Mr. Sterry, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a reprimand and a \$500.00 civil penalty.

VI. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:08 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman
Board of Examiners of Embalmers and Funeral Directors