

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on January 12, 2012 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

BOARD MEMBERS ABSENT: John B. Sterry, Jr.

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

The meeting convened at 9:39 a.m.

I. MINUTES

The minutes from the December 8, 2011 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Bosak, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

A copy of the State of Connecticut Department of Consumer Protection (DOCP) pamphlets regarding funeral contracts was reviewed. The Board will invite a representative from the DOCP to the next meeting to discuss this matter

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are fifteen 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. Five cases were dismissed since the last Board meeting.

IV. NEW BUSINESS

Christopher P. Gee – Request for Waiver

The Board reviewed a written request from Christopher Gee asking for a waiver from the requirement of full time employment as an apprentice pursuant to Public Health Code § 20-211-17. Mr. Hansen made a motion, seconded by Mr. Bosak, to deny Mr. Gee's request for a waiver in that the request does not conform to current statutes or regulations for apprenticeship training. The motion passed unanimously.

VI. ADJOURNMENT

There was no further business and the meeting was adjourned at 9:55 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 May 8, 2012 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
Gerald Bosak, Jr., Embalmer
Darrell L. McClam, 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 10:31 a.m.

Mr. McClam was welcomed to his first meeting as a Board member.

I. MINUTES

The minutes from the January 12, 2011 meeting were reviewed. Mr. Bosak made a motion, seconded by Mr. McClam, to approve the minutes. The motion passed unanimously.

II. CHAIR UPDATES

Legislative updates were provided by Mr. Jowdy.

III. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Investigations Update

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

IV. NEW BUSINESS

A. Review list of examiners for the Practical Examination

The board reviewed the current list of practical examiners. The department will communicate with the current examiners to inquire as to their interest in continuing to serve as an examiner.

B. Memoranda of Decision

David Buckmiller, Embalmer - Petition No. 2009-20091556

Mr. Sterry made a motion, seconded by Mr. Bosak, to adopt the Memorandum of Decision as written. The motion passed unanimously and Mr. Jowdy signed the decision.

C. Memoranda of Decision

Petteway Funeral Home, LLC - Petition No. 2011-644

Mr. Bosak made a motion, seconded by Mr. Sterry, to adopt the Memorandum of Decision as written. The motion passed unanimously and Mr. Jowdy signed the decision.

D. Memoranda of Decision

Stanley Petteway, Embalmer - Petition No. 2011-643

Mr. Bosak made a motion, seconded by Mr. Sterry, to adopt the Memorandum of Decision as written. The motion passed unanimously and Mr. Jowdy signed the decision.

V. **LEGAL OFFICE BUSINESS**

A. Leonard Holtz, Embalmer – Petition No. 2011-981

Hebrew Funeral Association, Inc. – Petition No. 2011-980

Ellen Shanley Staff Attorney, DPH presented a Motion for Summary Suspension in these referenced matters. Attorney Elliott Pollack was present on behalf of respondents.

Mr. Bosak made a motion, seconded by Mr. Sterry, to deny the motions for Summary Suspension in that there is no evidence of an immediate danger to public health and safety. The motion to deny passed unanimously.

VI. **ADJOURNMENT**

There was no further business and the meeting was adjourned at 11:25 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 July 25, 2012 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 – *via telephone*
Gerald Bosak, Jr., Embalmer – *via telephone*
Darrell L. McClam, Embalmer – *via telephone*
John B. Sterry, Jr. – *via telephone*

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Alfreda Gaither, Hearing Officer, DPH
Gary Griffin, Department of Public Health

The meeting convened at 2:29 p.m.

I. LEGAL OFFICE BUSINESS

Brian S. Delton, Embalmer – Petition No. 2012-575

Ellen Shanley, Staff Attorney, DPH presented a Motion for Summary Suspension in this matter. Respondent was present without counsel.

Mr. Bosak made a motion, seconded by Mr. Sterry, to grant the motion for Summary Suspension in that there is an immediate danger to public health and safety should respondent continue to practice at this time. The motion passed unanimously.

II. ADJOURNMENT

There was no further business and the meeting was adjourned at 2:40 p.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 August 14, 2012 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
Gerald Bosak, Jr., Embalmer
Darrell L. McClam, Embalmer

BOARD MEMBERS ABSENT: John B. Sterry, Jr.

ALSO PRESENT: Alfreda Gaither, Hearing Officer, DPH
Gary Griffin, Department of Public Health

The meeting convened at 9:31 a. m.

I. CHAIR UPDATES

None

II. DEPARTMENT OF PUBLIC HEALTH UPDATES

A. Investigations Update

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

III. LEGAL OFFICE BUSINESS

A. Timothy Cook, Embalmer – Petition No. 2010-5246

Ellen Shanley, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was represented by Attorney Rick Mahoney.

Mr. Bosak made a motion, seconded by Mr. McClam, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a \$1000.00 civil penalty.

B. Smith-Ruzzo Funeral Home – Petition No. 2010-5001

Diane Wilan, Staff Attorney, DPH presented a Consent Order in this matter. The Board decided to table this matter until the next Board meeting.

IV. ADJOURNMENT

There was no further business and the meeting was adjourned at 2:40 p.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 December 4, 2012 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
Gerald Bosak, Jr., Embalmer
Darrell L. McClam, Embalmer
John B. Sterry, Jr.

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Alfreda Gaither, Hearing Officer, DPH
Gary Griffin, Department of Public Health

The meeting convened at 9:31 a. m.

I. **MINUTES**

The minutes from the May 8, 2012, July 25, 2012 and August 14, 2012 meetings were reviewed. Mr. Bosak made a motion, seconded by Mr. McClam, to approve the minutes. The motion passed unanimously.

II. **CHAIR UPDATES**

Mr. Jowdy forwarded a letter to DPH from an embalmer who is interested in being an examiner for the practical examination.

There was discussion regarding the students enrolled at the American Academy McAllister Institute of Funeral Service. Students affected by Hurricane Sandy and unable to complete their embalming requirements at the school will be allowed to complete the requirements here in Connecticut under the supervision of the Connecticut Licensee with whom the student plans to do their apprenticeship.

III. **DEPARTMENT OF PUBLIC HEALTH UPDATES**

A. **Investigations Update**

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are eleven cases currently in various stages of investigation by the Department. Nine additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

IV. NEW BUSINESS

A. License Reinstatement Application – Christopher Cavagnuolo

Frank Manna, Jr., License and Applications Analyst, DPH presented a reinstatement application for Christopher Cavagnuolo. Mr. Sterry made a motion, seconded by Mr., McClam, recommending license reinstatement provided Mr. Cavagnuolo passes the State Law Examination and the Practical Examination. The motion passed unanimously.

B. Memorandum of Decision - Brian S. Delton, Embalmer – Petition No. 2012-575
Mr. Bosak made a motion, seconded by Mr. Sterry, to adopt the Memorandum of Decision which places respondent's license on probation for a period of four years. The motion passed unanimously. Mr. Jowdy signed the Order.

C. Schedule Meeting Dates for 2013

The following meeting dates have been scheduled for 2013:

January 17, 2013

March 12, 2013

May 16, 2013

August 20, 2013

October 3, 2013

December 3, 2013

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

A. Scott B. Holmes, Embalmer – Petition No. 2009-20091360

Ellen Shanley, Staff Attorney, DPH presented a Consent Order in this matter. Attorney Jeffrey Gostyla was present on behalf of respondent.

Mr. Sterry made a motion, seconded by Mr. Bosak, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a reprimand and a \$1000.00 civil penalty.

B. Robert Bruzy, Embalmer – Petition No. 2011-352

Ellen Shanley, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was not present nor represented.

Mr. Sterry made a motion, seconded by Mr. Bosak, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a reprimand.

B. Smith-Ruzzo Funeral Home – Petition No. 2010-5001

Diane Wilan, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was not present nor represented.

Mr. Sterry made a motion, seconded by Mr. Bosak, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a \$1000.00 civil penalty.

VI. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:24 a.m.

Respectfully submitted,

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