



Funeral Services Advisor Group

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402
<https://sos.vermont.gov/opr/>

Meeting Minutes

Tuesday, March 11, 2025 at 9:00 a.m.

Members Present: James Minor Sr. and Daniel Coane

Members Present via phone: Lawrence Davignon

Member(s) Absent:

Public Present: Chris Palermo

OPR Personnel Present: Noura Eltabbakh, Staff Attorney; Kasey Mayer, Licensing Administrator; Malia Browning, Licensing Administrator; Derek Everett, Chief Inspector; Michelle Lavoie, Licensing Administrator Supervisor.

- The meeting was called to order at 9:02 A.M. by Staff Attorney Noura Eltabbakh
- **Changes to the Agenda:**
- **Discussion Items:**
 - Daniel received an unsolicited ad from Bear Trap Cremation Services with a description and questionnaire without pricing information. Noura's thought was related to FTC but is something to consider around solicitation when working on new rules. Chris mentioned that marketing has changed, and this is an example of it. Derek mentioned as long as it's not a misrepresentation, it's just a business practice.
 - Noura attended the International Conference of Funeral Service Examining Boards at the end of February in Palm Springs, California. Noura will receive a copy of California's proposed rules regarding alkaline hydrolysis and NOR which will be helpful when writing our rules on it. She will be working on drafting new rules and will meet with the advisors to work on and discuss them. Larry asked about the delay if someone wanted to offer these services, Derek stated that there is one facility in Vermont who offers these services by working with a facility in Maine, which is the only facility for these services in New England.
- **Public Comment:**
 - Chris asked about course requirements. Cape Cod Community College is now working with CCV and allowing those enrolled in CCV to get in state tuition at Cape Cod, allowing them to have access to more funeral director centered classes without taking prerequisites. Derek and Chris discussed the grants available to these professionals. Chris wants us to think about creating a better program for the funeral director license.
- **Adjourn.** With the lack of further business, the meeting adjourned at 9:32 A.M.



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Upcoming Meeting Dates

March 10, 2026

Please check the [OPR Meeting Calendar](#) for updates