



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
FUNERAL & CEMETERY BOARD
MEETING AGENDA
SPECIAL BOARD MEETING**

DATE: February 19, 2025
TIME: 10:00 AM
LOCATION: VIDEO CONFERENCE-TEAMS
JOIN VIA TEAMS APP: [Click here to join the meeting](#)
JOIN VIA WEB: [Join on the web](#)
MEETING ID: 289 483 428 905
PASSCODE: Yc7R3Zg2
CALL IN: 564-999-2000 (Olympia)
833-322-1218 (Toll Free)
PHONE CONFERENCE ID: 705 713 451 #
PHYSICAL LOCATION 405 Black Lake Boulevard
ADDRESS*: Olympia, Washington 98502

**This is a virtual meeting and Board members will attend virtually (online), not in-person. The public may attend virtually or in-person. We will provide a meeting room to view a broadcast of the meeting, for those that want to attend in-person. The public can comment through either attendance option. Please contact DOLBoards@dol.wa.gov with any questions.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - 4.1. Minutes from November 20, 2024**
- 5. Old Business**
 - 5.1. Rule Making Discussion**

DOL Staff will present their recommendations to the Board to determine a pathway forward regarding the “total return percentage” for cemetery authorities.
- 6. New Business**
 - 6.1. Update on Travel for the International Conference of Funeral Service Examining Boards (ICFSEB) Annual Conference.**

Board staff will update the Board on travel for the 2025 ICFSEB Annual Conference scheduled for February 25th through 27th in Palm Springs, California.

6.2. Discussion of 2025 Board Goals and Priorities

The Board will review previously set goals and priorities and establish its areas of focus for 2025.

6.3. Consideration of an Internship License Extension

The Board will consider a formal request for an extension for Funeral Director Intern License from Elizabeth Lee.

6.4. Licensing Future Task Force Discussion

Committee members and board staff will present a report of committee activities to the board for discussion and possible action regarding proposed removal of the 5-year cap on funeral director and embalmer internships.

7. Complaint Cases for Review

Case managers that present their recommendations to the Board shall recuse themselves from voting on the case outcome.

7.1. 2024-05-1192-00FDE (Ittner)

7.2. 2024-07-1764-00FDE (Gutierrez- Zamora)

7.3. 2024-08-2145-00CEM (Ittner)

7.4. 2024-08-2168-00FDE (Ittner)

7.5. 2024-08-2096-00FDE (Gutierrez-Zamora)

7.6. 2024-10-2953-00FDE (Cameron)

7.7. 2024-10-2887-00FDE (Gutierrez- Zamora)

7.8. 2023-11-2611-00FDE (Little)

7.9. 2023-10-2304-00FDE (Little)

7.10. 2023-04-0496-00CEM (Little)

7.11. 2024-07-1677-00CEM (Little)

7.12. 2023-06-1045-00CEM, 2023-06-1076-00CEM, 2023-06-1096-00CEM, 2023-06-1116-00CEM, 2023-06-1130-00CEM, 2023-06-1137-00CEM, 2023-06-1195-00CEM, 2023-06-1217-00CEM, 2023-06-1221-00CEM, 2023-06-1224, 2023-06-1226-00CEM, 2023-07-1380-00CEM, 2023-07-1381-00CEM, 2023-07-1382-00CEM, 2023-08-1659-00CEM, 2023-08-1815-00CEM, 2024-08-1972-00FDE, 2024-06-1342-00CEM (Ittner)

8. Reports

8.1. Committee/Task Force Reports

8.1.1. Pet Cemetery Review Committee Report

Staff will provide an update on committee work.

8.1.2. Disposition Facility Equipment

Chair Ittner, Vice Chair Gutierrez-Zamora, and Board Member Cameron will report out on the ad-hoc committee's work.

8.2. Staff Reports

8.2.1. Centralized Investigations and Audits Unit Reports

8.2.1.1. Complaint Status Report

8.2.2. Licensing & Customer Support Services Reports

8.2.2.1. Licensee Count Report

8.2.3. Boards, Commissions and Outreach Services Reports

8.2.3.1. Legislative Update

8.2.3.2. Action Item List

9. Public Comments

The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments in advance. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to DOLBoards@dol.wa.gov no less than two business days prior to the meeting with the subject line "Public Comment: Funeral and Cemetery Board". In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.

10. Conclusion

10.1. Announcements

10.2. Requests for future agenda items

10.3. Review of action items and items for next meeting

11. Adjournment

Next Board Meeting:

May 28, 2025

10:00 AM

Virtual via Teams