



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

DATE: August 27, 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: 269 954 104 454
PASSCODE: 6Yk3GR3k
CALL IN: 564-999-2000 (Olympia)
833-322-1218 (Toll Free)
PHONE CONFERENCE ID: 233 150 531 #
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 May 28, 2025**
- 5. Awards/ Recognition**
 - 5.1. Introduction of New Board Member**

Introduction of Board Member Lacie Jendryka.
- 6. Old Business**

None.

7. New Business

7.1. Consideration of Request for Internship Extension

Intern Sondra Drennan has requested Board consideration of an extension of their embalmer internship.

7.2. Consideration of Request for Internship Reinstatement and Extension

Intern Sally Estoy has requested Board consideration of a reinstatement and extension of their embalmer internship.

7.3. Consideration of Application for Funeral Director Licensure

Applicant Kayla Szymanski has submitted a request for Board consideration of their application for Funeral Director licensure.

7.4. Consideration of Application for Funeral Director Licensure

Applicant Amity Wishlow has submitted a request for Board consideration of their application for Funeral Director licensure.

7.5. Creation of an Application Review Committee

The Board will discuss and may take action to create an Application Review Committee.

8. Complaint Cases for Review

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

8.1. 2024-10-2951-00CEM (Ittner)

8.2. 2023-07-1608-00FDE (Cameron)

8.3. 2023-07-1611-00FDE (Cameron)

8.4. 2023-11-2604-00FDE (Cameron)

8.5. 2025-01-0305-00FDE (Gutierrez-Zamora)

8.6. 2025-01-0323-00FDE (Gutierrez-Zamora)

8.7. 2025-02-0666-00FDE (Gutierrez-Zamora)

8.8. 2025-03-0951-00FDE (Gutierrez-Zamora)

8.9. 2025-04-1112-00FDE (Gutierrez-Zamora)

8.10. 2025-04-1233-00FDE (Gutierrez-Zamora)

8.11. 2025-04-1482-00FDE (Gutierrez-Zamora)

8.12. 2025-06-2385-00FDE (Gutierrez-Zamora)

8.13. 2025-05-1788-00FDE (Lovgren)

9. Reports

9.1. Committee/Task Force Reports

a. Pet Cemetery Committee Report

Staff will provide an update on committee work.

b. Disposition Facility Equipment

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

c. Rule Making Committee

Chair Ittner and Board Member Little will provide an update on committee work.

9.2. Staff Reports

- a. Complaint Status Report
- b. Licensee Count Report
- c. Recruitment Update
- d. Action Item List

10. 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.

11. Conclusion

- 11.1. Announcements
- 11.2. Requests for future agenda items
- 11.3. Review of action items and items for next meeting

12. Adjournment

Next Board Meeting:
November 19, 2025
10:00 AM
Virtual via Teams