



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
FUNERAL AND CEMETERY BOARD
MEETING MINUTES**

DATE: November 19, 2025
TIME: 10:00 a.m.
LOCATION: Virtual via Microsoft Teams

BOARD MEMBERS: **David Ittner**, Cemetery Member & Chair
Dante Gutierrez-Zamora, Funeral/Embalmer Member & Vice Chair
Pete Cameron, Funeral/Embalmer Member
Lacie Jendryka, Cemetery and Funeral/Embalmer Member
Rick Little, Funeral/Embalmer Member
Paul Lovgren, Funeral Director/Embalmer Member
Angela Ward, Public Member

STAFF MEMBERS: **Sydney Muhle**, Program Specialist
Alyssa Woods, Program Specialist

1. Call to Order

Board Chair David Ittner called the meeting to order at **10:00 a.m.**

2. Roll Call

Program Specialist Sydney Muhle conducted Roll Call. All Board members were present, except Board Members Rick Little and Paul Lovgren, who were excused.

3. Approval of Agenda

Vice Chair Dante Gutierrez-Zamora made a **MOTION** to approve the agenda. Board Member Pete Cameron **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

4. Approval of Minutes

4.1. Minutes from August 27, 2025

Board Member Cameron made a **MOTION** to approve the minutes as presented. Vice Chair Gutierrez-Zamora **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

5. Old Business

None.

Board Members took a moment to recognize the life of former Board Chair, Cameron Smock.

6. New Business

6.1. International Conference of Funeral Service Examining Boards (ICFSEB) Annual Conference

The ICFSEB annual conference will take place in Louisville, Kentucky, from February 24 to 26, 2026. Board Member Cameron's employer scheduled him to attend the conference on their behalf and therefore was also nominated as the voting delegate by the Board.

Vice Chair Gutierrez-Zamora made a **MOTION** to designate Board Member Cameron as the voting delegate at the ICFSEB annual conference. Board Member Angie Ward **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

6.2. Adoption of 2026 Meeting Dates

Staff presented the Board with the proposed meeting schedule for 2026.

Board Member Cameron made a **MOTION** to adopt the proposed 2026 meeting dates. Vice Chair Gutierrez-Zamora **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

6.3. Consideration of Request for Internship Extension

Funeral Director Intern, Jennie McEachern, requested an Internship License extension due to online issues with their license application.

Board Member Gutierrez-Zamora made a **MOTION** to allow Jennie McEachern to take the licensure exams. Board Member Lacie Jendryka **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Chair Ittner abstaining.

6.4. Introduction of Assistant Attorney General

Assistant Attorney Rebecca Kim introduced herself to the Board.

7. Complaint Cases for Review*

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

7.1. 2025-03-0951-00FDE (Gutierrez-Zamora)

Vice Chair Gutierrez-Zamora read the Case Manager Report to the Board as the case manager.

Board Member Cameron made a **MOTION** to close the case with a letter of education. Board Member Ward **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Vice Chair Gutierrez-Zamora abstaining as the case manager.

7.2. 2025-04-1112-00FDE (Gutierrez-Zamora)

Vice Chair Gutierrez-Zamora read the Case Manager Report to the Board as the case manager.

Board Member Cameron made a **MOTION** to close the case with a letter of education Board Member Ward **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Vice Chair Gutierrez-Zamora abstaining as the case manager.

7.3. 2025-04-1233-00FDE (Gutierrez-Zamora)

Vice Chair Gutierrez-Zamora read the Case Manager Report to the Board as the case manager.

Board Member Cameron made a **MOTION** to close the case with a letter of education. Board Member Jendryka **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Vice Chair Gutierrez-Zamora abstaining as the case manager.

7.4. 2025-07-2650-00FDE (Gutierrez-Zamora)

Vice Chair Gutierrez-Zamora read the Case Manager Report to the Board as the case manager.

Board Member Cameron made a **MOTION** to close the case with no further action. Board Member Jendryka **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Vice Chair Gutierrez-Zamora abstaining as the case manager.

7.5. 2025-07-2739-00FDE (Cameron)

Board Member Cameron read the Case Manager Report to the Board as the case manager.

Vice Chair Gutierrez-Zamora made a **MOTION** to close the case with no further action. Board Member Ward **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Board Member Cameron abstaining as the case manager.

7.6. 2025-07-2804-00FDE (Cameron)

Board Member Cameron read the Case Manager Report to the Board as the case manager.

Vice Chair Gutierrez-Zamora made a **MOTION** to close the case with no further action. Board Member Ward **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0-1 with Board Member Cameron abstaining as the case manager.

8. Reports

8.1. Committee/Task Force Reports

8.1.1. Pet Cemetery Review Committee Report

Ms. Muhle reported that there were no updates to be provided at this time.

8.1.2. Disposition Facility Equipment

Ms. Muhle reported that there were no updates to be provided at this time.

8.1.3. Rule-Making Committee

Ms. Muhle reported that there were no updates to be provided at this time.

8.1.4. Application Review Committee

Ms. Muhle reported that there wasn't a need for the committee to meet.

8.2. Staff Reports

8.2.1. Complaint Status Reports

Ms. Muhle reviewed the Complaint Status Report with the Board.

8.2.2. Licensee Count Report

Ms. Muhle reviewed the Licensee Count Report with the Board.

8.2.3. Recruitment Update

Ms. Muhle provided a recruitment update to the Board.

8.2.4. Action Item List

Ms. Muhle reviewed the Action Item List with the Board.

9. Public Comments

Casey Husseman Brandt, the Executive Director of the People's Memorial Association, a non-profit organization, shared with the Board that he submitted letters from his organization opposing the Department of Ecology's policy regarding artificially limiting crematory capacity by regulating new machines.

10. Conclusion

10.1. Announcements

- Board Member Ward announced she would not be seeking another term on the Board.

10.2. Requests for Future Agenda Items

None.

10.3. Review of Action Items and Items for Next Meeting

Program Specialist Alyssa Woods shared the new action items from this meeting:

Action Items

- Staff will reach out to the public member regarding their request to attend the Disposition Facility Equipment subcommittee meeting.
- Staff will work with the Disposition Facility Equipment subcommittee to address the public comments at the next meeting.
- Staff will contact Board Member Cameron in preparation for his attendance at the ICFSEB annual meeting in February.

11. Adjournment

Chair Ittner adjourned the meeting at **10:58 a.m.**

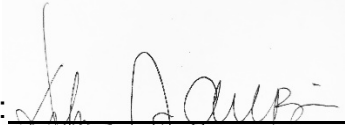
Next Board Meeting:

February 12, 2026

10:00 a.m.

Virtual via Microsoft Teams

Submitted by:



Debra Allen-Bâ, Assistant Administrator

11/19/2025

Date

Approved by:



David Ittner, Board Chair

11/19/2025

Date