



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

**DATE:** February 21, 2024  
**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:** 270 826 600 198  
**PASSCODE:** 7Tta34  
**CALL IN:** 564-999-2000 (Olympia)  
833-322-1218 (Toll Free)  
**PHONE CONFERENCE ID:** 552 468 112#  
**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](mailto: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 30, 2023**

**5. Complaint Cases for Review**

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

**5.1. 2018-08-2607-00FDE (Smock)**

**5.2. 2023-06-1216-00FDE (Cameron)**

**5.3. 2023-10-2160-00FDE (Gutierrez-Zamora)**

**5.4. 2023-11-2566-00FDE (Cameron)**

**5.5. 2023-07-1409-00CEM (Ittner)**

**6. Legal Issues for Deliberation**

*EXECUTIVE SESSION: The Board may, at its discretion, meet in executive session to discuss certain enforcement actions with legal counsel, as allowed by RCW 42.30.110(1)(i). The chair will announce the purpose and estimated duration for the Executive Session. No formal actions will be taken during the Executive Session. Once the Executive Session concludes, the Board will take a break to announce and invite visitors to the Open Session.*

**6.1. 2021-12-3109-00FDE**

Assistant Attorney General (AAG) Nick Quijas will be presenting a Stipulated Finding of Fact, Conclusion of Law and Agreed Order.

**6.2. 2021-12-3112-00FDE**

AAG Quijas will be presenting a Stipulated Finding of Fact, Conclusion of Law and Agreed Order.

**6.3. 2023-01-0038-00FDE**

AAG Quijas will be presenting a Stipulated Finding of Fact, Conclusion of Law and Agreed Order

**7. Reports**

**7.1. Committee/Task Force Reports**

- 7.1.1. Licensing Future Task Force Report
- 7.1.2. Pet Cemetery Review Committee
- 7.1.3. Funeral Inspection Committee

**7.2. Staff Reports**

- 7.2.1. Central Investigations and Audits Unit Reports
  - 7.2.1.1. Complaint Status Report
- 7.2.2. Licensing & Customer Support Services Reports
  - 7.2.2.1. Licensee Count Report
  - 7.2.2.2. Update on changing license date for: Funeral Directors, Embalmers and Interns
- 7.2.3. Boards, Commissions and Outreach Services Reports
  - 7.2.3.1. Action Item List

**8. 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](mailto: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.*

## **9. Conclusion**

**9.1. Announcements**

**9.2. Requests for future agenda items**

**9.3. Review of action items and items for next meeting**

## **10. Adjournment**

### **Next Board Meeting:**

**May 29, 2024**

**10:00 AM**

**Virtual via Teams**