



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

**DATE:** November 20, 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 August 21, 2024**
- 5. Awards/Recognition**
  - 5.1. Recognition of former Board Member Cameron Smock**
  - 5.2. Introduction of New Board Member**

Program Specialist Sydney Muhle will introduce the newly appointed board member.
- 6. New Business**
  - 6.1. International Conference of Funeral Service Examining Boards (ICFSEB) Annual Conference**

Board staff will provide details for the upcoming annual meeting and the Board may determine a voting delegate.

**6.2. Adoption of 2025 Meeting Dates**

Board staff will present proposed board meeting dates for 2025 to the Board for adoption

**6.3. Removal of Dedication**

Okanogan County Cemetery District No. 2

**6.4. Rule Making Discussion**

The Board will discuss and may take action concerning potential rule making regarding the “total return percentage” for cemetery authorities.

**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. 2019-10-2600-00FDE (Gutierrez-Zamora)
- 7.2. 2023-03-0408-00FDE (Cameron)
- 7.3. 2023-03-0413-00FDE (Cameron)
- 7.4. 2023-06-1246-00FDE (Little)
- 7.5. 2023-08-1751-00FDE (Little)
- 7.6. 2023-09-2104-00CEM (Ittner)
- 7.7. 2023-09-2113-00CEM (Ittner)
- 7.8. 2023-12-2770-00CEM (Gutierrez-Zamora)
- 7.9. 2023-12-2780-00FDE (Gutierrez-Zamora)
- 7.10. 2023-12-2805-00FDE (Gutierrez-Zamora)
- 7.11. 2024-01-0258-00CEM (Ittner)
- 7.12. 2024-02-0308-00FDE (Gutierrez-Zamora)
- 7.13. 2024-02-0464-00CEM (Ittner)
- 7.14. 2024-03-0501-00FDE (Gutierrez-Zamora)
- 7.15. 2024-03-0700-00FDE (Gutierrez-Zamora)
- 7.16. 2024-03-0702-00FDE (Ittner)
- 7.17. 2024-04-0864-00FDE (Gutierrez-Zamora)
- 7.18. 2024-05-1069-00CEM (Ittner)
- 7.19. 2024-05-1271-00CEM (Ittner)
- 7.20. 2024-06-1362-00FDE (Ittner)
- 7.21. 2024-06-1411-00FDE (Gutierrez-Zamora)
- 7.22. 2024-06-1447-00FDE (Cameron)
- 7.23. 2024-06-1492-00CEM (Ittner)
- 7.24. 2024-06-1572-00FDE (Gutierrez-Zamora)
- 7.25. 2024-07-1622-00FDE (Gutierrez-Zamora)
- 7.26. 2024-08-2110-00FDE (Gutierrez-Zamora)

7.27. 2023-06-1160-00CEM; 2023-06-1206-00CEM; 2023-07-1624-00CEM; 2023-07-1642-00CEM; 2023-08-1866-00CEM; 2023-09-1965-00CEM; 2023-09-1667-00CEM; 2023-09-2100-00CEM; 2023-09-2120-00CEM; 2023-09-2122-00CEM; 2023-05-0903-00CEM; 2023-05-1016-00CEM; 2023-05-1017-00CEM; 2023-05-1022-00CEM; 2023-06-1053-00CEM; 2023-06-1187-00CEM; 2023-06-1189-00CEM; 2023-06-1190-00CEM; 2023-06-1248-00CEM; 2023-06-1267-00CEM; 2023-07-1384-00CEM; 2023-07-1626-00CEM; 2023-07-1629-00CEM; 2023-07-1630-00CEM; 2023-07-1638-00CEM; 2023-08-1653-00CEM; 2023-08-1696-00CEM; 2023-08-1736-00CEM (Ittner)

## 8. Reports

### 8.1. Committee/Task Force Reports

#### 8.1.1. Licensing Future Task Force Report

### 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](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.*

## 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:**

**TBD**

**Virtual via Teams**