



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

DATE: August 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 with any questions.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - 4.1. Minutes from May 29, 2023**
- 5. Old Business**
 - 5.1. Case Update**

Staff will provide an update regarding Columbia River Cemetery (formerly Columbia Memorial Gardens).

6. New Business

6.1. Death Rate Surge Discussion

The Board has requested a discussion item to address public comments regarding steps to address an anticipated surge in death rate.

6.2. Disposition Facility Equipment Discussion

The Board has requested a discussion item to address public comments regarding steps to address replacement of disposition facility equipment.

6.3. Request from IOOF Cemetery and High Valley Cemetery

The Board will consider a request from IOOF Cemetery and High Valley Cemetery in Ellensburg to reduce cemetery prearrangement trust fund to the minimum liability.

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. 2024-04-0719-00FDE (Little)

7.2. 2023-05-0905-00CEM (Gutierrez-Zamora)

7.3. 2024-05-1172-00FDE (Gutierrez-Zamora)

7.4. 2024-06-1511-00FDE (Gutierrez-Zamora)

8. 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.

8.1. 2023-12-2842-00FDE

Assistant Attorney General (AAG) Nick Quijas will be presenting a Findings of Fact, Conclusions of Law, and Default Order.

8.2. 2023-02-0215-00FDE

AAG Quijas will be presenting a Findings of Fact, Conclusions of Law, and Default Order.

8.3. 2023-01-0099-00FDE/2021-11-2856-00FDE

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

9. Reports

9.1. Committee/Task Force Reports

9.1.1. Licensing Future Task Force Report

9.1.2. Pet Cemetery Review Committee

9.2. Staff Reports

9.2.1. Centralized Investigations and Audits Unit Reports

9.2.1.1. Complaint Status Report

9.2.2. Licensing & Customer Support Services Reports

9.2.2.1. Licensee Count Report

9.2.3. Boards, Commissions, and Outreach Services Reports

9.2.3.1. 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 20, 2024

10:00 AM

Virtual via Teams