



STATE OF NEVADA  
**FUNERAL AND CEMETERY SERVICES BOARD**

3740 Lakeside Drive, Suite 201, Reno, Nevada 89509  
Phone (775) 825-5535 \* Fax (775) 507-4102  
Email: [nvfuneralboard@fb.nv.gov](mailto:nvfuneralboard@fb.nv.gov) \* Website: <http://funeral.nv.gov/>

AGENDA AND NOTICE OF PUBLIC MEETING

**Wednesday, August 16, 2023, at 9:00 a.m.**  
Video Conference and Teleconference

**Via Zoom Video Conference**

Zoom Meetings  
at <https://zoom.us/>  
Meeting ID: 620 111 9518 // Password:  
045324

**Via Teleconference:**

1-669-900-6833  
Meeting ID: 620 111 9518 // Password:  
045324

**Please Note:** The Board may: 1) address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting; 2) combine items for consideration by the public body; and 3) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. (NRS 241.030)

Public comments are welcomed by the Board, but at the discretion of the Chair, may be limited to three (3) minutes per person. A public comment time will be available before any action items are heard by the public body and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn. Prior to the commencement and conclusions of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment.

NOTE: Public comment may be provided prior to the meeting via email to [nvfuneralboard@fb.nv.gov](mailto:nvfuneralboard@fb.nv.gov)

***Action by the Board on an item may be to approve, deny, amend, or table.***

- 1. Call to order, roll call, establish quorum.**
- 2. Public comment**

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

- 3. Consent Agenda (For Possible Action)**

The consent agenda items contain matters of routine acceptance. The Board members may approve the consent agenda as a whole or individually at their discretion.

- A. Discussion, recommendation, and possible action regarding review and approval of minutes of meetings (For possible action)
  - 1) June 7, 2023

- B. Discussion, recommendation, and possible action regarding previously issued temporary establishment permit, direct cremation facility permit, crematory license applications and request for approval of new managing funeral directors (for possible action)
- 1) Managing Funeral Director Request for Christopher Walters FD64 – Desert Memorial Cremation & Burial EST133, temporary approval was granted for an effective date of May 27, 2023.
  - 2) Managing Funeral Director Request for Christopher Walters FD64 – Sunrise Cremation Society DC101L, temporary approval was granted for an effective date of May 27, 2023.
  - 3) Managing Funeral Director Request for Traci Ortlieb FD992 – Desert Memorial Cremation & Burial EST133, temporary approval was granted for an effective date of June 1, 2023.
  - 4) Managing Funeral Director Traci Ortlieb FD992 – Sunrise Cremation Society DC101L, temporary approval was granted for an effective date of June 1, 2023.
  - 5) Managing Funeral Director Margarita Rojas FD946 – Clark County Funeral Services EST106, temporary approval was granted for an effective date of June 6, 2023.
  - 6) Managing Funeral Director Request for Jeffrey Baughn FD993 – Walton’s Funerals & Cremations EST117, temporary approval was granted for an effective date of June 3, 2023.
  - 7) Managing Funeral Director Request for Jeffrey Baughn FD993 – Walton’s Funerals & Cremations-Chapel of the Valley EST118, temporary approval was granted for an effective date of June 3, 2023.
  - 8) Managing Funeral Director Request for Jeffrey Baughn FD993 – Cremation Society – Capitol City EST124, temporary approval was granted for an effective date of June 3, 2023.
  - 9) Managing Funeral Director Request for Russell E. Donaldson FD963 – National Cremation Society DC87L, temporary approval was granted for an effective date of July 1, 2023.
  - 10) Managing Funeral Director Request for Sarah Grabowska FD995 – Cremation Society of Nevada – Affinity EST123, temporary approval was granted for an effective date of July 22, 2023.
  - 11) Managing Funeral Director Request for Sarah Grabowska FD995 – Cremation Society of Nevada – John Sparks EST125, temporary approval was granted for an effective date of July 22, 2023.
  - 12) Managing Funeral Director Request for Blake Howe FD622 – Cremation Society of Nevada – Northern Nevada EST126, temporary approval was granted for an effective date of July 22, 2023.

4. **Discussion, recommendation, and possible action regarding consent decree for case number FB21-17, Clark County Funeral Services EST106 (For possible action)**
5. **Discussion and overview of implementation of 2023 Legislation (For Information Only)**
6. **Financial Reports (For Information Only)**
  - A. Financial Reports—FY23 (Update) and FY24
  - B. Regulatory Fee Collection
7. **Overview of current complaint status (For Information Only)**
8. **Report from Executive Director, Stephanie Bryant McGee (For Information Only)**
9. **Discussion regarding future agenda items and future meeting dates (For Possible Action)**

Wednesday, November 15, 2023

**10. Public comment**

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

**11. Adjournment (For Possible Action)**

Anyone desiring additional information, including meeting materials, may contact Stephanie Bryant McGee at 775-825-5535. Meeting materials are also available for download from the Board website at <http://funeral.nv.gov> or can be picked up at the following location: 3740 Lakeside Drive, Suite 201, Reno, NV 89509. NOTE: If picking up materials, please call the office to schedule a time for pick-up.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Stephanie Bryant McGee at 775-825-5535, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed.

This agenda has been sent to all members of the Board and other interested people who have requested an agenda from the Board. People who wish to continue to receive an agenda and notice of meetings must request so in writing every six months.

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THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED  
IN THE FOLLOWING LOCATIONS:

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Funeral Board Office 3740 Lakeside Drive, Suite 201 Reno, NV 89509	Funeral Board Website <a href="https://funeral.nv.gov/Board/Meetings/Meetings/">https://funeral.nv.gov/Board/Meetings/Meetings/</a>	Nevada Public Notice Website <a href="https://notice.nv.gov/">https://notice.nv.gov/</a>
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