

MINUTES
BOARD OF FUNERAL SERVICE
August 14, 2024
Hybrid Meeting

CONVENED: 9:00 a.m.

ADJOURNED: 9:40 a.m.

Bureau Manager:
Board Secretary:

Tracy Taylor
Katie Corak

Board Members Present:

Rob Larkin, Chairperson
Jeffrey A. Zealley
Roger Hullinger
Amy Cottam
Barbara J. Trites
Alec Anderson
Tom Beard

DOPL Staff Present:

Allyson Pettley, Bureau Manager
Bernice Palama, Compliance Specialist
Mike Julian, DOPL Investigator

Guests:

Jason E. M. Starks, Starks Funeral Parlor

TOPICS FOR DISCUSSION

ADMINISTRATIVE BUSINESS:

Approve Minutes:

DECISIONS AND RECOMMENDATIONS

Mr. Zealley made a motion to approve the minutes from the May 15, 2024 board meeting with amendments. Ms. Trites seconded the motion. The motion passed 6-0. Mr. Anderson did not vote due to technical difficulties.

Elect/Re-elect Board
Chairperson:

Mr. Hullinger made a motion to re-elect Mr. Larkin as chairperson. Mr. Zealley seconded the motion. The motion passed unanimously.

Investigations Report:

DOPL Investigator Mr. Mike Julian provided the Board with an investigations report, including an update on the funeral service establishment inspection schedule and inspection checklist that Mr. Julian and Ms. Taylor are working on. The Board will provide further input when the checklist is completed. Item noted with no action taken.

APPOINTMENTS:

Jason E. M. Starks:
Probation Review:

Mr. Starks met with the Board to review his probation as required by his stipulation and order. Ms. Palama provided an overview of Mr. Starks' probation requirements and stated Mr. Starks is in full compliance with probation. Mr. Starks reported that he has made amends with the victims in the case that led to his probation. The Board had no questions for Mr. Starks. The next board meeting Mr. Starks is required to

attend is the August 2025 board meeting. Item noted with no action taken.

DISCUSSION and ACTION ITEMS:

Sunsetting Continuing
Education Requirements:

The Board discussed potentially sunseting continuing education requirements for longstanding licensed funeral service directors. Mr. Larkin reported that the Utah Funeral Directors Association (UFDA) Executive Board met earlier this month and fully endorsed the Board looking into this and fashioning continuing education that resemble other industries that have exceptions to continuing education requirements for longstanding license holders. However, they want to make sure that it is known that the Board is not eliminating continuing education requirements or licensure. Mr. Beard stated that there is a great interest in this initiative amongst funeral directors licensed for 35 plus years who want to remain licensed and serve friends and family and do limited work in the profession and if the Board could do this without a statutory change, it should be pursued. Mr. Zealley stated it should probably apply to funeral service directors licensed for at least 40 years. Mr. Larkin asked if there were other professions with continuing education exemptions for longstanding licensees. Ms. Taylor stated she was not aware of any professions regulated by the Division with that provision. Currently, the statute states “each funeral service director shall, during each two-year licensure cycle or other cycle defined by rule, complete 20 hours of qualified continuing professional education in accordance with standards defined by rule.” With the statute stating funeral service directors shall complete continuing education as defined by rule, there isn’t any room for a carve out because the word “shall” is a very firm statement that continuing education is required. Mr. Larkin asked that the Division’s legal staff review this issue to determine if this there could be a statutory or a rule change, and if there is a possibility to reduce the number of continuing education hours when a licensee reaches a certain age or number of years with an active license. Ms. Taylor stated that if the Division’s Regulatory and Compliance Officer determines that the statutes allows for continuing education adjustment the Board can determine how they would like to change the requirements. It could a reduction in required continuing education hours for longstanding licensees and within that reduction, require that licensees only complete courses focused on newest information and techniques in the profession. The Board would also need to determine if this change would only apply to licensees that have continuously held a license in Utah and have never allowed it to expire; and if it would also apply to licensees who have been licensed in Utah for less than 30 or 40 years but have held a license outside of Utah for a long period of time. Mr. Beard shared

language from the statute governing Utah insurance agent licensing that allows for a reduction in continuing education for insurance agents licensed 20 or more consecutive years and completely eliminates continuing education requirements for anyone licensed prior to 1982. Mr. Larkin asked that the opinion from the Division's Regulatory and Compliance Officer be given to the Board at the November board meeting.

ADJOURN:

Adjourned at 9:40 a.m.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

Date: 11/20/2025

Date: 11/20/2024

X 
Chairperson, Utah Board of Funeral Service

X 
Bureau Manager, Division of Professional Licensing