

MINUTES
BOARD OF FUNERAL SERVICE
November 19, 2025
Hybrid Meeting

CONVENED: 9:00 a.m.

ADJOURNED: 10:00 a.m.

Bureau Manager:
Board Secretary:

Tracy Taylor
Katie Corak

Board Members Present:

Rob Larkin, Chairperson
Jeffrey A. Zealley
Amy Cottam
Roger Hullinger
Jason Smith
Brad Walker
Tyler Lewis

DOPL Staff Present:

Mike Julian, Investigator
Travis Scharmann, Investigator

Guests:

Jase Allen, UFDA
Angelica Salas
Michael Coburn

TOPICS FOR DISCUSSION
ADMINISTRATIVE BUSINESS

Approve Minutes:

DECISIONS AND RECOMMENDATIONS

Mr. Zealley made a motion to approve the minutes from the August 20, 2025, board meeting. Mr. Smith seconded the motion. The motion passed unanimously.

Welcome New Board Members:

Mr. Larkin welcomed new board members Brad Walker and Tyler Lewis. Mr. Walker and Mr. Lewis introduced themselves. Item noted with no action taken.

Investigations Report:

DOPL Investigators Mike Julian and Travis Scharmann provided the Board with an investigations report on the status of abandoned indigent remains at a funeral service establishment, and several recent instances of final disposition occurring without a signed death certificate. The Board discussed solutions to these two issues and asked the Division to look into these matters further and report back at the next board meeting.

APPOINTMENTS:

Angelica Salas: Intern Extension
Request

Ms. Salas attended her meeting with the Board. Ms. Salas explained why she needs her intern license extended and answered questions from the Board. Mr. Walker made a motion to reinstate Ms. Salas' Funeral Service Intern license for one year. Mr. Zealley seconded the motion. The motion passed unanimously.

Michael Coburn: Intern Extension
Request

Mr. Coburn attended his meeting with the Board. Mr. Coburn explained why he needs his intern license extended and answered questions from the Board. Mr. Hullinger made a motion to extend Mr. Coburn's Funeral Service intern license for one year. Mr. Walker seconded the motion. The motion passed unanimously.

DISCUSSION and ACTION ITEMS:

The Conference Annual Meeting:

The Conference's annual meeting will take place in February 2026, and they allow for two funded delegates from each state board to attend. Ms. Cottam made a motion to nominate Mr. Walker and Mr. Hullinger, as Utah's funded delegates Mr. Smith, seconded the motion. The motion passed unanimously.

ADJOURN:

Adjourned at 10:00 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: 02/18/2026

X Robert A Larkin Jr
Chairperson, Utah Board of Funeral Service

Date: 02/18/2026

X Juanzy Zofa
Bureau Manager, Division of
Professional Licensing