

**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:

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

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

Date: 02/18/2026

X *Jay Dyer* \_\_\_\_\_  
Bureau Manager, Division of  
Professional Licensing