



# TEXAS FUNERAL SERVICE COMMISSION

September 10, 2019 \* 9:00am

Hobby Building 333 Guadalupe, Room 2-225, Austin, Texas 78701

The Commission will convene in open session to determine the existence of a quorum, to deliberate, and to possibly take action on the following:

- I. Call to Order
- II. Invocation\*
- III. Roll Call and Establishment of a Quorum
- IV. Introduction of New Commissioners
- V. June 18, 2019 Commission Meeting Minutes
- VI. Public Comment
- VII. Election of Assistant Presiding Officer pursuant to Tex. Occ. Code §651.057
- VIII. Financial Report
  - FY19 4th Quarter Budget
  - FY19 3rd Quarter Performance Measures
- IX. Executive Director Report
  - Approvals granted under 22 Tex. Admin. Code §203.16 - Consequences of Criminal Conviction
- X. Legal Report
  - 4th Quarter Closed Complaints
  - 4th Quarter Cease & Desist Letters Issued/Repealed
- XI. Cause No. 19-000581-CV-85; In Re Grandview Cemetery; in the 85th Judicial District Court of Brazos County, Texas
- XII. Adoption of Four-Year Rule Review for 22 Tex. Admin. Code Chapters 201, 203, 204-207, and 209
- XIII. Adoption of Amendments to 22 Tex. Admin. Code Chapter 203 Subchapter A – Licensing
  - Rule §203.1 - Funeral Director and Embalmer License Requirements and Procedure
  - Rule §203.3 - Retired/Disabled License
  - Rule §203.4 - Reciprocal License
  - Rule §203.5 - Provisional License
  - Rule §203.8 - Continuing Education
  - Rule §203.9 – Licensure of Funeral Establishments and Commercial Embalming Establishments
  - Rule §203.11 – Establishment Names and Advertising
  - Rule §203.14 – State Agency Action as Basis for License Suspension, Revocation, or Denial (Repeal)
- XIV. Adoption of Amendments to 22 Tex. Admin. Code Chapter 203 Subchapter B – Duties of a Funeral Establishment/Licensee

- Rule §203.24 – Display of License
  - Rule §203.26 – Presentation of Consumer Brochure
  - Rule §203.27 - Identification of Person Responsible for Making Arrangements
  - Rule §203.31 – Facilities Necessary in a Preparation Room;
  - Rule §203.32 – Requirements Relating to Embalming
  - Rule §203.33 – Required Documentation for Embalming
  - Rule §203.35 – Location of Retained Records
- XV. Adoption of Amendments to 22 Tex. Admin. Code Chapter 203 Subchapter C – Enforcement
- Rule §203.41 Investigations
  - Rule §203.42 Notice and Hearings
  - Rule §203.43 Administrative Penalties and Sanctions
  - Rule §203.44 Procedures and Criteria for Inspections of Licensed Entities
  - Rule §203.45 Unprofessional Conduct
  - Rule §203.47 Purchase Agreement (Statement of funeral goods and services selected)
  - Penalty & Sanction Schedule (Attached to Rule §203.43)
- XVI. Adoption of Amendments to 22 Tex. Admin. Code Chapter 205 – Crematories & Cemeteries
- Title Change
  - Rule §205.1 – Cemetery License Requirements and Procedure (Repeal)
  - Rule §205.2 – Ingress and Egress to Cemeteries and Private Burial Grounds Which Have No Public Ingress or Egress (Repeal)
  - Rule §205.5 – Acceptance of Remains
- XVII. Adoption of Repeal of 22 Tex. Admin. Code §206.1 - Default and Repayment Agreements
- XVIII. Proposed Amendments to 22 Tex. Admin. Code §203.16 – Consequences of Criminal Conviction
- XIX. Criminal history guidelines for business entities. Appointment of committee to review criminal history rule as it relates to criminal history of business entities.
- XX. Criminal History Policy Update
- XXI. Request for Licensure in Accordance with 22 Tex. Admin Code §203.16 – Consequences of Criminal Conviction
- Russell Ramos, Funeral Director & Embalmer License #112324
  - Vanessa Lambright, Funeral Director & Embalmer License #112920
- XXII. Personnel matters relating to the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of, and complaints against the Executive Director, including any resulting transition matters and interim directions and appointments.
- XXIII. Adjourn

**The Commission may meet in closed session on any item listed above, if authorized by the Texas Open Meetings Act, Tex. Govt. Code Annotated Chapter 551.**

*Persons with disabilities who plan to attend a Commission meeting who need assistance should contact Janice McCoy at 512-936-2474 or by email [info@tjsc.texas.gov](mailto:info@tjsc.texas.gov) several days prior to the meeting so arrangements may be made.*

*\*Any invocation that may be offered shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Commission.*