

**AGENDA**  
**BOARD OF FUNERAL, CEMETERY, AND CONSUMER SERVICES**  
**RULES COMMITTEE MEETING**  
**(ANDREW CLARK, CHAIR – SANJENA CLAY – CHRIS JENSEN – DARRIN WILLIAMS)**  
**AUGUST 19, 2025 – 10:00 A.M.–5:00 P.M.**  
**FLORIDA DEPARTMENT OF FINANCIAL SERVICES**  
**CLAUDE DENSON PEPPER BUILDING, ROOM G-01**  
**111 WEST MADISON STREET**  
**TALLAHASSEE, FLORIDA**

**THIS MEETING IS OPEN TO THE PUBLIC**

- A. Call to Order, Preliminary Remarks, and Roll Call**
- B. Action on the Minutes**
  - (1) July 9, 2025
  - (2) July 10, 2025
- C. Action on the Report and Recommendations to Board**
  - (1) Report and Recommendations from Meeting on July 9-10, 2025 – [Addendum A](#)
- D. Action on Rules Review Plan**
  - (1) Proposed Plan for Review of Board Rules from July 1, 2025, until July 1, 2030 – [Addendum B](#)
- E. Overview of Materials Provided**
  - (1) For Committee Use During Meeting
    - (a) Rules Review Workbook Prepared for Rules Committee Meeting on August 19, 2025 – [Addendum C](#)
    - (b) Written Public Comments Received from Wendy Wiener – [Addendum D](#)
    - (c) Proposed Rule Language Received from Department – [Addendum E](#)
  - (2) Quick Reference Materials
    - (a) Updated Designation of FCCS Rules (May 2025) – [Addendum F](#)
    - (b) SB108 – Administrative Procedures 2025 – [Addendum G](#)
- F. Shared Rules – For Revisit (35 TOTAL)**
  - (1) [69K-1.005](#) - Licensure Application Procedures
  - (2) [69K-5.0021](#) - Application for Preneed License Branch Office License
  - (3) [69K-5.0022](#) - Applications for Transfer of a Preneed License
  - (4) [69K-5.0025](#) - Inactive Preneed Licenses
  - (5) [69K-5.0026](#) - Preneed License Renewal
  - (6) [69K-5.011](#) - Preneed Sales Agent Renewal
  - (7) [69K-5.012](#) - Application and Renewal Procedures for Broker of Burial Rights License
  - (8) [69K-5.0125](#) - Minium Records to be Maintained by Burial Rights Broker; Inspection of Records
  - (9) [69K-7.0125](#) - Alternative Form of Security for Permanent Outer Burial Receptacle Manufacturers
  - (10) [69K-9.001](#) – Advertising
  - (11) [69K-10.001](#) - Preneed Funeral Contract Consumer Protection Trust Fund
  - (12) [69K-10.002](#) - Disbursement from the Preneed Funeral Contract Consumer Protection Trust Fund
  - (13) [69K-12.002](#) - Procedure for Licensing a Monument Establishment
  - (14) [69K-12.003](#) - Procedure for Submission and Approval of Monument Establishment Retail Sales Agreements
  - (15) [69K-17.0036](#)- Course Required for Initial Licensure
  - (16) [69K-17.0041](#) - Continuing Education Provider Requirements
  - (17) [69K-17.0042](#) - Approval of Continuing Education Courses
  - (18) [69K-18.001](#) - Embalmer Intern Training Program
  - (19) [69K-18.002](#) - Funeral Director Intern Training Program

- (20) [69K-18.003](#) - Concurrent Internships
- (21) [69K-18.004](#) - Intern Training Agencies
- (22) [69K-20.001](#) - Report of Cases Embalmed or Bodies Handled
- (23) [69K-21.009](#) - Disinterment Reporting
- (24) [69K-22.003](#) – Fees
- (25) [69K-22.007](#) - Standard Uniform Procedures for Removal of Cremated Remains and Postcremation Procedures
- (26) [69K-23.001](#) - Manner of Application
- (27) [69K-23.003](#) - Renewal of Direct Disposer Licenses
- (28) [69K-23.004](#) - Direct Disposal Establishments
- (29) [69K-24.021](#) - Requirements for Inspection of Removal Services
- (30) [69K-24.022](#) - Inspection Criteria for Removal Services
- (31) [69K-24.031](#) - Requirements for Inspection of Refrigeration Services
- (32) [69K-24.032](#) - Inspection Criteria for Refrigeration Services
- (33) [69K-24.040](#) - Licensure of Centralized Embalming Facilities
- (34) [69K-31.001](#) - Procedure Required
- (35) [69K-100.035](#) - Courses of Study; Criteria; Procedures for College or University to Obtain Approval

**G. Board Rules - For Revisit (15 TOTAL)**

- (1) [69K-21.007](#) - Responsibility of Funeral Director in Charge
- (2) [69K-33.001](#) - Requirements Regarding Handling and Storing of Human Remains
- (3) [69K-2.003](#) - Other Official Board Business
- (4) [69K-5.0015](#) - Preneed Licenses
- (5) [69K-5.0024](#) - Remittances to the Regulatory Trust Fund
- (6) [69K-6.001](#) - Grave Spaces; Definition Limited
- (7) [69K-6.0015](#) - Definition of Established Adult Grave Space
- (8) [69K-6.0016](#) - Definition of Developed Area
- (9) [69K-6.002](#) - Care and Maintenance of Existing Cemetery
- (10) [69K-6.004](#) - Safekeeping of Records
- (11) [69K-6.0051](#) - Accounts Receivable Records
- (12) [69K-6.0054](#) - Written Contracts Required
- (13) [69K-6.007](#) - Criteria for Burial; Disinterment; Reinterment
- (14) [69K-6.008](#) - Minimum Standards for Interment
- (15) [69K-6.009](#) - Identification Tags – Acceptable Materials, Locations, and Methods of Affixing

**H. Summary Regarding Meeting Results and Future Plans**

**I. Chair's Remarks**

**J. Adjournment**

**WI-FI**

THERE IS **NO** WI-FI AVAILABLE.

**FOOD/DRINK**

SINCE THIS IS A DAY-LONG MEETING, A BRIEF LUNCH BREAK IS PLANNED. THE MEETING BUILDING ONLY HAS VENDING MACHINES. THE CLOSEST CAFETERIA IS IN THE CAPITOL BUILDING. FOOD DELIVERY FROM SURROUNDING RESTAURANTS CAN BE DELIVERED TO THE BUILDING RECEPTIONIST, WHO IS LOCATED IN THE LOBBY JUST OUTSIDE THE MEETING ROOM. PLEASE PLAN ACCORDINGLY.

## PARKING

TO GAIN ACCESS TO THE CITY OF TALLAHASSEE METERED PARKING SPACES FROM GAINES STREET, TURN ONTO DUVAL AND THERE IS A GRAVEL LOT LOCATED IMMEDIATELY TO YOUR LEFT. THE 2ND ENTRANCE CONTAINS 23 METERED PARKING SPACES, 10-HOUR LIMIT @ 25¢ PER HOUR. **PLEASE NOTE THE 1ST ENTRANCE IS A TOW ZONE.** PARKING ALSO AVAILABLE @KLEMAN PLAZA.

### DOWNTOWN PARKING FOR PEPPER BUILDING

