



# County of El Dorado Cemetery Advisory Committee

## Committee Members:

Melinda Peak, District I, Vice Chair

Larry Robinson, District II

Mike Roberts, District III, Chair

Frank Clark, District IV

Vacant, District V

Vacant, Archeological Representative

Vacant, Fraternal Organizations Representative

Ramona Tripp-Verbeck, Native American Cemeteries Representative

Lori Parlin, Board of Supervisors

Shelley Wiley, Board of Supervisors Alternate

Sheriff John D'Agostini, Coroner's Office

Sgt. Blake Alvarez, Coroner's Office Alternate

Christopher Perry, Cemetery Director

Julianne Melchor, Cemetery Director Alternate

## MINUTES May 12, 2021

- 1) The meeting was called to order by Chair Mike Roberts at 3:12 p.m. The meeting was held via Zoom and was recorded. The agenda was adopted, with a motion by Melinda Peak and a second by Supervisor Parlin.
  - a. Committee members present: Melinda Peak, Mike Roberts, Sgt. Blake Alvarez, Chris Perry, Lori Parlin
  - b. Committee members absent: Larry Robinson, Frank Clark, Ramona Tripp-Verbeck
  - c. Staff present: Mary Cory, Julianne Melchor and Shelley Willey
- 2) The minutes from February 24, 2021 and March 31, 2021 will be presented for approval at the next meeting.
- 3) Introductions and announcements: Charlane Gross, Archeological Representative, and Mark McCusker, Fraternal Representative, have resigned their appointments. Nicole Jordan submitted her application for the Archeological Representative seat. Members expressed the wish to move forward with Nicole's appointment to move it forward since Nicole has been attending committee meetings regularly for the past year and has volunteered to handle minutes as well as gathering information on issues, all without an appointment; Julianne will ask Kim Dawson if the Board can appoint Nicole without a recommendation from the CAC. Discussion ensued about the Board requirement for Advisory Committee members to complete anti-bias training.
- 4) Staff reports: Julianne is handling quite a few burials; those who were waiting for better weather and loosening COVID restrictions have been contacting her about making arrangements; the numbers are up from last year. It was evident at the tour of several cemeteries, guided by Mike, that there is interest in purchasing plots at County-owned cemeteries.
- 5) Discussion and action items:
  - a. Save the Graves update: The event is tentatively being scheduled for October 8 and 9, with the same format as the 2019 event. "Save the Graves" will be the name of the event; the umbrella organization (geared toward cemetery preservation and restoration) will be renamed "Buried History." The Advisory Cabinet has approved small stipends to be paid to the event coordinator, actors, and script writers; the funds will come from the grant from the Latrobe Fund.
  - b. Annual report to the Board of Supervisors: Mike will develop a summary of recent accomplishments, targeted at areas of responsibilities in the formation resolution, reporting of past, present and future goals and objectives. He will share it with Melinda for input before

bringing it back to the full committee for approval.

- c. By-laws, review and discussion: Mike requested that committee members review the draft by-laws to be prepared to revise and approve them at the next meeting. Mary Cory suggested several changes: resolving a conflict regarding the frequency of meetings; collecting and organizing cemetery data, specifically related to the sharing of data held by Cemetery Administration and the Museum (information is shared when requested, but neither organization has access to information held by the other); Mike offered to compile records held by Cemetery Administration – Julianne can provide access so documents can be scanned, she just needs volunteers who can do it; Mary and Nicole suggested adding measurable objectives to the goals in the by-laws; the by-laws include a proposal to expand committee membership. Members should provide feedback to Mike prior to the next meeting. Supervisor Parlin will provide advice to Julianne on how the formation resolution can be updated.
- 6) Old Business:
  - a. Providing information to the NCIC: No update.
- 7) Representative Reports: Mike reported about his cemetery outing/tour of three private cemeteries (Plantation, Meyer-Zentgraf and Logtown), and two County-managed cemeteries (El Dorado and Shingle Springs). The tour went well; in the future, outings will be shorter, maybe three hours. Melinda reported on meeting with Bayside Church at the Mormon Island Cemetery to develop a list of items for volunteers to work on for their CityServe project on October 15/16. The list will focus on projects to rehabilitate existing infrastructure (replacing benches, signage for individual cemetery groups, refreshing the kiosk and pedestrian gate).
- 8) Public comment (limited to five minutes each): None present.
- 9) Next meeting: July 28, 2021, via Zoom. Agenda items are due two weeks before the meeting.
- 10) Adjournment: The meeting was adjourned at 4:37 p.m.

Staff: Mary Cory, Administrator, El Dorado County Museum  
Roger Runkle, Office of County Counsel  
Sherrie Busby, Administrative Services Officer, Planning and Building Dept., Airports and Cemeteries Divisions  
Jessica Dillon, Planning and Building Dept., Assistant to Chris Perry