



County of El Dorado

See below for meeting location.

Minutes Cemetery Advisory Committee

Mike Roberts, District III, Chair

Melinda Peak, District I, Vice Chair

Larry Robinson, District II

Frank Clark, District IV

Vacant, District V

Nicole Jordan, Archeological Representative

Vacant, Fraternal Organizations Representative

Ramona Tripp-Verbeck, Native American Cemeteries Rep.

Lori Parlin, Board of Supervisors

Shelley Wiley, Board of Supervisors Alternate

Sheriff John D'Agostini, Coroner's Office

Sgt. Steven Schofield, Coroner's Office Alternate

Christopher Perry, Cemetery Director

Julianne Melchor, Cemetery Director Alternate

Wednesday, August 24, 2022

3:00 PM

<https://edcgov-us.zoom.us/j/86858546151>

2850 Fairlane Court, Building C Hearing Room AND Live Streamed

PUBLIC PARTICIPATION INSTRUCTIONS: The Committee meeting room will be open to the public. The meeting will continue to be live-streamed via Zoom.

Members of the public may address the Committee in-person or via Zoom to make a public comment. The public should call into 530-621-7603 or 530-621-7610. The Webinar ID is 868 5854 6151. Please note you will not be able to join the live-stream until the posted meeting start time.

To observe the live stream of the Committee meeting go to <https://edcgov-us.zoom.us/j/86858546151>.

If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. Speakers will be limited to 5 minutes.

By participating in this meeting, you acknowledge that you are being recorded.

PROTOCOLS FOR PUBLIC COMMENT

Public comment will be received at designated periods as called by the Committee Chair.

Individuals will have five minutes to address the Committee. Except with the consent of the Committee, individuals shall be allowed to speak to an item only once.

Individual Committee members may ask clarifying questions but will not engage in substantive dialogue with persons providing input to the Committee.

If a person providing input to the Committee creates a disruption by refusing to follow Committee guidelines, the Committee Chair may take the following actions:

Step 1. Request the person adhere to Committee guidelines. If the person refuses, the Committee Chair may turn off the speaker's microphone.

Step 2. If the disruption continues, the Committee Chair may order a recess of the Committee meeting.

Step 3. If the disruption continues, the Committee Chair may order the removal of the person from the Committee meeting.

3:03PM CALLED TO ORDER**ROLL CALL AND INTRODUCTIONS, ANNOUNCEMENTS**

Present: 6 - Clark, Parlin, Melchor, Peak, Roberts and Jordan

Absent: 3 - Tripp-Verbeck, Robinson and Schofield

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

A motion was made by Frank Clark and seconded by Melinda Peak to adopt the Agenda and approve the Consent Calendar.

Yes: 6 - Clark, Wiley, Melchor, Peak, Roberts and Jordan

Absent: 3 - Tripp-Verbeck, Robinson and Schofield

The Committee may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Committee member may request an item be removed from the Consent Calendar for discussion and separate Committee action. At the appropriate time as called by the Committee Chair, members of the public may make a comment on matters on the Consent Calendar prior to Committee action.

CONSENT CALENDAR

1. **22-1141** Approve Agenda and Minutes: Staff recommending the committee approve the agenda for August 24, 2022 and approve the minutes from the June 22, 2022 meeting.

This Agenda Item was Approved on the Consent Calendar

2. **22-1142** Cemetery Advisory Committee recommending as a result of ongoing concerns related to COVID-19, approve the following finding pursuant to Government Code subsection 54953(e)(3) in order to allow for the continued use of virtual or hybrid Cemetery Advisory Committee meetings as authorized under Assembly Bill 361: Pursuant to Government Code subsections 54953(e)(3)(A) and (e)(3)(B)(ii), the Cemetery Advisory Committee has reconsidered the circumstances of the Governor's proclaimed state of emergency resulting from COVID-19 and finds that the El Dorado County Public Health Officer continues to recommend measures to promote social distancing, as documented in the September 30, 2021 "Public Health Officer's Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic".

This Agenda Item was Approved on the Consent Calendar

END OF CONSENT CALENDAR**DISCUSSION ITEMS**

Chris Perry joined during discussion of item 22-1140.

Present: 6 - Clark, Parlin, Perry, Peak, Roberts and Jordan

Absent: 3 - Tripp-Verbeck, Robinson and Schofield

3. **22-1140** Staff Report: using Legistar for meetings, agendas, and minutes; burials; Work Plan update; NCIC GIS information; database project

Julianne reported Conference Room D may be used for future CAC meetings. Committee consensus is to use Conference Room D, Current Burial Counts, Cemetery Work Plan, NCIC GIS update and database project. Would like a meeting coordinated to visit Missouri Flat cemetery to ensure construction fence is in place.

4. **22-1135** Landscape maintenance: Staff to provide update on landscape maintenance

Julianne reported on landscaping done by Growlersberg crew at Diamond Springs, El Dorado and Placerville Union.

5. **22-1134** Update on tourism brochure: Mary Cory and/or Lori Parlin

Lori Parlin provided update on brochure requesting additional photos. Mike has some he will share.

- 6. 22-1518 Save the Graves event at Placerville Union Cemetery, Oct. 14 & 15: Mike Roberts or Julianne Melchor

Mike reported event is moving forward. VIP event will be held Friday, October 14th \$30.00. This includes wine and 'heavy' appetizers. Saturday, October 15th tickets will be \$20.00. Volunteers needed for set up and tear down.

- 7. 22-1519 Headstone repair projects at Placerville Union cemetery: Mike Roberts

Mike reported Brett from WHMP is doing a terrific job making progress on repairs. Need to decide on color of metal brackets, decided on dark gray.

OLD BUSINESS

- 8. 22-1520 Proposed workshop with Supervisor Turnboo and Larry Robinson

Discussed waiting to request workshop when the weather has cooled down.

REPRESENTATIVE REPORTS

District 1-Nothing to report. District 2-Absent. District 3-Reports on PU headstones, headstone excavation at Buckeye Flat. District 4-Nothing to report, District 5-Vacant. Nicole-Nothing to report. Chris plans to update the Board in November on the Cemeteries Division work plan.

(in order listed above, starting with District 1)

OPEN FORUM

No members of the public commented.

NEXT MEETING

ADJOURNED AT 4:51PM

A motion to adjourn was made by Frank Clark and seconded by Melinda Peak.