



# County of El Dorado

See below for meeting  
location.

## MEETING AGENDA Cemetery Advisory Committee

*Mike Roberts, District III, Chair*  
*Melinda Peak, District I, Vice Chair*  
*Frank Clark, District IV*  
*Nicole Jordan, Archeological Representative*  
*Kimm Richwine, Fraternal Organizations Representative*  
*Ramona Tripp-Verbeck, Native American Cemeteries Rep.*  
*Lori Parlin, Board of Supervisors*  
*Shelley Wiley, Board of Supervisors Alternate*  
*Sheriff Jeff Leikauf, Coroner's Office*  
*Sgt. Steven Schofield, Coroner's Office Alternate*  
*Christopher Perry, Cemetery Director*  
*Julianne Melchor, Cemetery Director Alternate*  
*Vacant, District II*  
*Vacant, District V*

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Wednesday, July 26, 2023

3:00 PM

<https://edcgov-us.zoom.us/j/85948958190>

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**2850 Fairlane Ct. Building C, Technical Advisory Committee (TAC) Room Placerville, CA  
or 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. By participating in this meeting, you acknowledge that you are being recorded. Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Committee is to attend in person. Except for a noticed teleconference meeting, the Committee reserves the right to conduct the meeting without remote access if there is a malfunction.

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 Meeting ID is 859 4895 8190. 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/85948958190>. If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise 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.

If you choose not to observe the Committee meeting but wish to make a comment on a specific agenda item, please submit your comment in writing. You are encouraged to submit your comment in writing by 4:00 PM on the day before the meeting to ensure the Committee has adequate time to review. Please submit your comment to Merrie Trujillo at [merrie.trujillo@edcgov.us](mailto:merrie.trujillo@edcgov.us). Your comment will be placed into the record and forwarded to Committee members.

## 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.

## CALL TO ORDER AND ROLL CALL

## ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

The Committee may make corrections to the agenda 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 or may move items to the Consent Calendar. 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. [22-1768](#) Approve Agenda and Minutes: Staff recommending the committee approve the agenda for July 26, 2023 and approve the minutes from the June 28, 2023 meeting.

## END OF CONSENT CALENDAR

## DISCUSSION ITEMS

2. [22-1140](#) Staff Report
3. [22-1518](#) Save the Graves update: Projects, Event
4. [23-1450](#) Facilities Managed Cemeteries
5. [23-1451](#) Non-County managed cemetery updates/research projects

6. [23-1452](#) Placerville Union Projects
7. [23-1454](#) Landscape Maintenance
8. [23-1455](#) Cemetery Software
9. [23-1457](#) County managed cemeteries, non-County managed cemeteries

**OLD BUSINESS**

10. [23-0183](#) Cemetery research conducted by university students
11. [22-2199](#) CAC Membership
12. [23-0239](#) CAC report to Board of Supervisors

**REPRESENTATIVE REPORTS**

(in order listed above, starting with District I)

**OPEN FORUM****NEXT MEETING**

August 23, 2023 3:00 P.M. – 2850 Fairlane Ct. Building C, Technical Advisory Committee (TAC) Room. This meeting will be live-streamed.

**ADJOURNMENT**