State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Morticians

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

11341 W Chinden Blvd.
P.O. Box 83720
Boise, ID 83720-0063
(208) 334-3233
dopl.idaho.gov

Board Minutes of 10/05/2026

Board Members Present:	Charles Grunig, Chair Brian T. McBride Cathy Hart	**Division Staff:**	Jessica Spoja, Executive Officer Allegra Earl, Licensing Unit Supervisor Gabriel Arroyo, General Counsel Lizzie Kukla, Licensing Unit Supervisor Christian Runnalls, Board Support Specialist

The meeting was called to order at 2:00 PM by Chair Grunig

Introductions

Approval of Minutes
A motion was made and seconded to approve the April 7, 2026 minutes. The motion carried unanimously.

Public Comment
No public comment was offered at this point.

DIVISION BUSINESS
2026 Open Meeting Law Training: Mr. Arroyo gave a presentation on the Open Meeting Law.

2026 Public Member Training: Mr. Arroyo presented training to the Board on the role and importance of Public Members appointed to regulatory boards.

State Travel Policy: Ms. Earl presented a summary of changes to the updated Idaho State Travel Policy, which took effect on July 1, 2026.

Universal Discipline Training: Mr. Arroyo provided an overview of House Bill 703, codified in Idaho Code section 67-2616 (Universal Discipline), which became effective on July 1, 2026, including the disciplinary enforcement tools available under the statute.

Financial Update: Ms. Earl presented the Board's financial report for the fourth quarter of FY2026.

BOARD BUSINESS
Cash Balance Discussion: Ms. Earl presented the Board's cash balance projection. The projection indicates a downward trend in cash balance through fiscal year 2030; however, Fiscal

DRAFT

Year 2026 generated a positive income for the Board. Ms. Spoja explained that reduced OASIS and staffing expenditures may lessen the negative trend. She also noted that no changes to fees are planned for Fiscal Year 2027.

Delegated Authority: Ms. Earl reviewed the delegated authority the Board has granted to Division staff and individual board members.

A motion was made and seconded to affirm the delegated authority items as presented. The motion carried unanimously

Conference Attendance: A motion was made and seconded to send one Board member and one staff member to the International Conference of Funeral Service Examining Boards. The motion carried unanimously.

Licensing Report: Ms. Kukla presented the licensing report

Adjourn
There being no further business, the meeting was adjourned at 3:04 PM.

The next meeting is on April 8, 2027.

DRAFT