

Tulare Public Cemetery District Verification Committee Charter

I. Purpose:

The purpose of the Tulare Public Cemetery District Verification Committee, a subcommittee of the Board of Trustees of the Tulare Public Cemetery District is to assist the Board of Trustees in fulfilling its required responsibilities of maintaining accurate interment and disinterment records.

Health and Safety Code Section 9064.(a) The Board of trustees shall cause to be prepared and maintained accurate and current records of: (1) The cemeteries owned by the district, showing the location of the sites where persons have acquired interment rights, including the names and addresses of the persons who have acquired these interment rights, and the location of plots where interment rights are available for acquisition. (2) All remains interred in cemeteries owned by the district, including the name of each person, his or her age at the time of death, place of death, date of interment, the interment plot, and the name and address of the funeral director.

Health and Safety Code Section 9069.10 An interment right does not include the right for disinterment of human remains except on consent of the cemetery district and the written consent of the surviving spouse, child, parent, or sibling, in that order of priority.

Health and Safety Code Section 9069.15 (c) The cemetery district shall retain a true and correct record of a removal of remains pursuant to subdivision (a) that includes all of the following: (1) The date the remains were removed. (2) The name and the age at death of the person whose remains if available. (3) The cemetery plot from which the remains were removed. (4) (A) If the removed remains are reinterred, the plot number, cemetery name, and location to which the remains were interred. (B) If the removed remains are disposed of other than by being reinterred, a record of the alternate disposition. (5) If the removed remains are reinterred at the cemetery, the date of re- interment.

II. Composition of the Verification Committee:

The Verification Committee shall be comprised of two designated Trustees, the District Manager or designee, and a minimum of at least one representative of the public that resides in the district of the Tulare Public Cemetery District. The members of the Verification Committee shall elect their Chair and Secretary.

III. Duties and Responsibilities:

The Verification Committee shall meet at least biannually of the calendar year at the regular meeting location of the Cemetery District Board of Trustees, and at other dates scheduled by the Chairman of the committee. All meetings of the Verification Committee shall be posted 72 hours in advance of the meeting, open to the public. The Verification Committee shall be governed by the laws of the State of California, the rules of the Tulare Public Cemetery District, and specifically the Ralph M. Brown Act.

The members of the Verification Committee shall be provided, for their review, all necessary interment and disinterment records maintained by the district while keeping such records on the premises of the Tulare Public Cemetery District. The Verification Committee shall adhere to and verify the Cemetery District's compliance with the required statutes outlined within the Health and Safety Codes noted above in section I of this charter. After each meeting, the committee secretary shall provide the board of trustees a written report of their findings and recommendations.

IV. Resources and Authority of the Verification Committee:

The Verification Committee shall have the resources and authority appropriate to discharge its duties and responsibilities for verifying the maintenance of true and accurate records of interments and disinterment at the District.

V. Adoption of Verification Committee Charter:

Adopted at a regular/special meeting of the Tulare Public Cemetery Board of Trustees, held on the 14 Day of December 2023, by the following vote to wit:

Ayes: Alberto Aguilar, James Pennington, Charlie Ramos and Steve Present

Noes:

Absent: Xavier Avila

Attest: 

Clara Bernardo, Clerk of the Board