

Cemetery Board

Application Review Matrix

When an applicant discloses a reportable criminal conviction or previous disciplinary action on an initial application for licensure or registration, Cemetery Board staff **may** approve the application when any of the following conditions are met:

1. The applicant has disclosed a felony conviction more than five years old, unless the conviction resulted in incarceration and the release date is less than three years from the date of application and the applicant is not on supervised probation. This does not include convictions for rape, robbery, murder, abduction, manslaughter, sexual offenses, crimes against minors, felony DUI, drug possession, drug distribution, assaulting a police officer, or crimes of moral turpitude.
2. The applicant has disclosed a reportable misdemeanor conviction more than three years old, unless there is a prior conviction for the same offense.
3. The applicant has disclosed a prior disciplinary action that did not involve revocation or suspension.

If additional questions arise during the review of an application subject to this Application Review Matrix, Cemetery Board staff shall refer the matter to an Informal Fact-Finding conference for further investigation by the Board.

Cemetery Board staff shall keep a log of applications approved under this Application Review Matrix and present it to the Board at each Board meeting.