

December 5, 2002

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**REQUEST TO DELEGATE AUTHORITY TO THE DIRECTOR OF HEALTH SERVICES TO  
EXECUTE AGREEMENTS FOR THE FUNERAL DIRECTOR FACSIMILE DEATH  
REGISTRATION PROGRAM**

(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of Health Services, or his designee, to offer and execute a new, superseding Funeral Director Participation in Fax Death Registration form agreement, with the contracted licensed funeral directors identified in Attachment B, effective January 1, 2003 through December 31, 2003, with provision for automatic renewals for one-year periods for an indefinite period of time, with no net County cost, following review and approval by County Counsel.
2. Approve and authorize the Director of Health Services, or his designee, to offer and execute the Funeral Director Participation in Fax Death Registration form agreement to be approved by County Counsel, with any new licensed funeral directors who wish, in the future, to participate in the program, effective January 1, 2003 or thereafter, with provision for automatic renewals for one-year periods for an indefinite period of time, with no net County cost, following review and approval by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving the recommended actions, the Board is authorizing the Director of Health Services to: 1) offer and execute replacement agreements that will supersede existing agreements to add and update contract provisions and set the term to automatically renew each year without further action by either party; and 2) offer and execute new Funeral Director Participation in Fax Death Registration agreements with any new licensed funeral director who wishes to participate in the program.

Board approval of the recommended actions will allow licensed funeral directors to continue participation in a program involving the registration of death and fetal death certificates, and the issuance of permits for disposition of human remains via telephone facsimile (fax) technology.

FISCAL IMPACT/FINANCING:

There is no net County cost. The County has no financial obligation under the agreement.

Contracted funeral directors will continue to bear all of the costs of the program and be responsible for the cost of equipment, installation and maintenance, technical support, system support, mortuary staff training and any enhancements required for use of the fax technology. In signing the agreement, the contractors acknowledge that they may be asked to pay an annual, non-refundable fee to the County to offset the costs of continued participation in the program.

FACTS AND PROVISIONAL/LEGAL REQUIREMENTS:

On June 7, 1994, the Board instructed the Director of Health Services to work with the Los Angeles County Funeral Directors Association and report back to the Board with a plan using State Department of Health Services' (SDHS) protocol for use of fax technology to register death certificates.

Under provisions of the State Health and Safety Code, the State Registrar, at his or her discretion, may incorporate computer or telephone fax technology, or both, in the Statewide program of death and fetal death registration.

On August 23, 1994, the Board approved a one-year-term pilot agreement. Since implementing the program, the number of Department of Health Services (DHS) registrar sites to receive faxed death certificates has increased from 5 to 17, including the following: Alhambra, Antelope Valley, Burbank, Burke, Central, C. Tucker, Glendale, Hollywood/Wilshire, Monrovia, Pacoima, Pomona, Roybal, South, Torrance, and Whittier health centers, the Coroner's Office, and the Vital Records office at DHS Administrative Headquarters Building.

The terms of any new agreements will commence when signed by both parties, and will remain in effect for one full year. The agreements will thereafter be automatically renewed for one-year terms, for an indefinite period of time, without further action by either party.

Under the termination provisions of the agreement, the agreement may be terminated for convenience by either party with a 30-calendar day advance written notice to the other party.

Attachments A and B provide additional information.

CONTRACTING PROCESS:

In 1994, a one-year-term pilot agreement was offered to all of the 180 licensed funeral directors in Los Angeles County. The new form agreement will continue to be offered to any new licensed funeral director in Los Angeles County wishing to participate in the program, and willing to execute the County Counsel approved form agreement.

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IMPACT ON CURRENT SERVICES (OR PROJECTS):

Board approval of the recommended actions will ensure that funeral directors are able to continue participation in the program. The program is voluntary and will not limit the ability of the funeral directors to process death and fetal death certificates in the customary manner.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:pps

Attachments

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

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**SUMMARY OF AGREEMENTS**

1. **TYPE OF SERVICE:**

Funeral Director Facsimile Death Registration Program

2. **TERM:**

The agreements will be effective upon execution by both parties, with automatic renewal yearly.

3. **FINANCIAL INFORMATION:**

No fiscal impact on the County.

5. **GEOGRAPHIC AREAS TO BE SERVED:**

Countywide.

6. **ACCOUNTABLE FOR MONITORING:**

Public Health Vital Records

7. **APPROVALS:**

Chief Operating Officer: Fred Leaf

Contracts and Grants Division: Riley J. Austin, Acting Chief

County Counsel (approval as to form): Kelly Auerbach, Deputy County Counsel

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**FUNERAL DIRECTOR FACSIMILE DEATH REGISTRATION PROGRAM  
CONTRACTS TO BE SUPERSEDED**

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
A Better Way Cremation	H-211383
A.M. Gamby Mortuary	H-206687
Aaron Cremation and Burial/Mark B. Shaw Chapel	H-212275
Aaron Cremation and Burial Services	H-209765
Abbey Bat- Kol Burial	H-206499
Abbot and Hast Mortuary	H-206508
Acheson and Graham Garden of Prayer	H-208041
Aftercare CA Cremation and Burial Society	H-206390
Akes Family Funeral Home	H-208427
All Souls Mortuary	H-211809
Alternative Funeral Services	H-208427
Angeleno Pasadena Chapel and Mortuary	H-206506
Angeleno Valley Mortuary	H-208855
Antelope Valley Cremation Service	H-207571
Arcadia Chapel of Remembrance	H-211077
Arlington Mortuary	H-213153
Arrowhead Aftercare	H-213153
Atlantis Cremation and Burial	H-206642
Bade Mortuary	H-206454
Bagues and Sons Mortuary	H-211078
Bastian and Perrott Mortuary	H-208598
Berry-Bell and Hall (Fallbrook) Mortuary	H-210809
Biby and Belyea Mortuary	H-206505

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Blackman Mortuary	H-212005
Bobbitt Memorial Chapel	H-213180
Brothers Mortuary	H-208599
Cabot and Sons Mortuary	H-213244
California Mortuary	H-210090
Callanan Mortuary	H-213235
Calvary Mortuary	H-211025
Chapel of the Canyons	H-209244
Chapel of the Valley Mortuary	H-213146
Chevra Kadisha Mortuary	H-210669
Colton Funeral Chapel	H-211672
Community Funeral Service	H-210091
Crawford Mortuary	H-208906
Crawford Mortuary at Oakwood Memorial Park	H-207609
Cremation Society of America	H-206712
Cremation Society of Los Angeles	H-211080
Cremation Society of Orange Coast	H-212962
Cremation Society of South Bay	H-209216
Cremation Specialists of Los Angeles	H-212093
Cresse Eagle Rock Mortuary	H-213232
Crestlawn Mortuary	H-210879
Crippen Mortuary	H-211109
Cucamonga Cremation and Funeral Service	H-211026
Desert Hot Springs Mortuary	H-209215
Desert View Mortuary	H-210878
Dilday Brothers Mortuary	H-208846
Dilday-Motell-Spongberg Mortuary	H-207275
Douglass and Zook Mortuary, Inc.	H-206435

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Douglas Family Mortuaries - El Segundo	H-208485
Douglas Family Mortuaries - Hawthorne	H-213245
Douglas Family Mortuaries - Lynwood	H-208484
Douglas Family Mortuaries - Paramount	H-208486
Douglas Family Mortuaries - South Gate	H-208483
Downey Zrelak Family Mortuary	H-207272
Draper Mortuary	H-206507
Dudley Apple Valley Mortuary	H-208429
Eckerrman-Heisman Funeral Services	H-208907
Emerson-Bartlett Mortuary	H-210881
Emerson-Bartlett Mortuary	H-210876
Eternal Hills Mortuary	H-208908
Eternal Valley Mortuary	H-211812
Evans Brown Lake Elsinore Mortuary	H-210883
Evans Brown Perris Mortuary	H-210882
Evans Brown Sun City Mortuary	H-210889
Fairhaven Memorial Park and Mortuary	H-213108
Ferrara Colonial Mortuary	H-210671
Fitzhenry Funeral Home	H-209213
Forest Lawn Hollywood Hills Mortuary	H-210976
Forest Lawn Memorial Park/Glendale	H-212006
Forest Lawn Mortuary/Covina	H-213116
Forest Lawn Mortuary/Cypress	H-210057
Forest Lawn Mortuary	H-208428
Fukui Mortuary, Inc.	H-210957
Funeral and Cremation Services	H-210672
Funeraria Latina Familiar de Santa Ana	H-208560
Funeraria Los Angeles Mirabal Mortuary	H-207527

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Funeraria Los Angeles Pierce Brothers Mortuary	H-213460
Funeraria Preciado Funeral Home	H-213195
Gardenside Funeral Service, Inc.	H-211043
Gates, Kingsley and Gates Praiswater Funeral Home	H-207611
Glendale Hye Funeral Services	H-209218
Green Acres Mortuary	H-210888
Green Hills Mortuary	H-206688
Grimes Mortuary aka Pierce Brothers Grimes Mortuary	H-210887
Groman Mortuary	H-206554
Groman Eden Mortuary	H-208910
Grove Colonial Mortuary	H-211621
Guerra and Gutierrez Mortuary	H-206557
Hartford Funeral Home	H-210877
Halley-Olsen-Murphy Memorial Chapel - Lancaster	H-207572
Halley-Olsen-Murphy Memorial Chapel - Palmdale	H-207573
Hemet Valley Mortuary	H-210880
Heritage Memorial Services	H-213463
Hicks Mortuary	H-213147
Hollywood Funeral Home	H-211565
Holy Cross Mortuary	H-213451
Ingold Chapel	H-208904
Inland Memorial, Inc.	H-211706
J.T. Oswald Mortuary, North Hollywood	H-206453
J.T. Oswald Mortuary	H-206658
J.T. Oswald Mortuary	H-211814
Joshua Memorial Park and Mortuary	H-209905
Kern Memorial Chapel	H-209214
Kiefer and Eyerick Mortuary	H-207580



<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Kubota Kikkei Mortuary	H-206555
Lakes Family Funeral Home	H-208851
Long Beach Colonial Mortuary	H-210041
Lorenzen Mortuary	H-206641
Luyben Family Mortuary	H-213109
Luyben Family Bellflower Mortuary	H-211049
MacDougall Family Mortuary	H-209788
MaAuley and Wallace Mortuary	H-213117
McCormick Mortuary	H-208431
McCormick Mortuary - Redondo Beach	H-207579
McCormick and Son Mortuary	H-213310
McKenzie Cremation and Burial	H-206442
McMillan and McCormick Mortuary	H-211079
McNerney's Colonial Mortuary	H-211917
McNerney's Mortuary	H-206518
McWane Family Funeral Home	H-207578
Memory Garden Memorial Park and Mortuary	H-213148
Miller-Meis Mortuary	H-210958
Mirabal Sampson Mortuary	H-209246
Mission Hills Catholic Mortuary	H-213074
Montecito Mortuary	H-210890
Moreno Valley Mortuary	H-211566
Moritz Funeral Home	H-209217
Morrow's Pico Rivera Mortuary	H-213120
Mount Sinai Mortuary	H-206513
Mountain View Mortuary	H-206519
Mt. View Mortuary	H-210884
Nautillus Society	H-211997

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Neels Brea Mortuary	H-210969
Neptune Society	H-206650
Neptune Society	H-207610
Noble Funeral Chapel	H-211813
Neptune Society of Riverside and San Bernardino	H-208854
Oakdale Mortuary	H-208852
Pacific View Mortuary	H-206521
Palm Springs Mortuary, Sunny Dunes	H-206459
Paramount Mortuary	H-208909
Peek Family Colonial Funeral Home	H-211064
Pierce Brothers Valhalla Mortuary	H-206501
Pierce Brothers Valley Oaks	H-206502
Pierce Brothers Bell Broadway Mortuary	H-209764
Pierce Brothers Cunningham O'Connor	H-210042
Pierce Brothers Daly Bartel Spencer	H-209761
Pierce Brothers Del Fox	H-211010
Pierce Brothers Funeraria	H-208853
Pierce Brothers Griffin Mortuary	H-207813
Pierce Brothers Moeller Murphy	H-206640
Pierce Brothers Schanel Mortuary	H-210092
Pierce Brothers Simone Dubois Mortuary	H-210956
Pierce Brothers Smiths' Mortuary	H-209763
Queen of Heaven Mortuary	H-211808
Rachal's Mortuary	H-211736
Reardon Simi Valley Mortuary	H-206433
Renaker-Klocgether Mortuary	H-210673
Richardson-Peterson Mortuary	H-206444
Ridgecrest Mortuary	H-211034

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Risher Montebello Mortuary	H-213149
Roosevelt Memorial Park and Mortuary	H-213121
Rosecrans Mortuary	H-206503
Rose Family Funeral Home and Cremation	H-213179
Rose Hills Mortuary Baldwin/Puente	H-213424
Rose Hills Mortuary Glendora	H-213426
Rose Hills Mortuary West Covina	H-213428
Rose Hills Mortuary La Puente	H-213427
Rose Hills Mortuary Covina	H-213425
Rose Hills Mortuary Whittier	H-213453
Roy C. Adelman and Son Funeral Home, Inc.	H-211047
Rubidoux Mortuary	H-207577
Santa Clarita Mortuary	H-211811
Sierra Memorial Chapel Mortuary	H-208844
Stanley L. Dickey Mortuary	H-211046
Stickel Mortuary	H-207636
Stone Funeral Home	H-206713
Stricklin/Snively Mortuary	H-206520
Stricklin/Snively Lakewood Mortuary	H-212361
Sunset Hills Mortuary	H-207282
Sunset Plan	H-206556
Telophase Cremation Society	H-211807
The Alpha Society	H-213110
The Valley Funeral Home	H-213111
Thomas Miller Mortuary	H-211836
Tillman Riverside Mortuary	H-209243
Todd Memorial Chapel	H-208848
Turner and Steven, Alhambra Mortuary	H-211070

<b>PROVIDER</b>	<b>CONTRACT NUMBER</b>
Turner and Steven, Live Oak Mortuary	H-211810
Utter-McKinley Mission Hills Mortuary	H-206500
Valley Funeral Home	H-208905
Veiga-Robison Mortuary	H-207729
Victor Valley Mortuary, Inc.	H-207283
Weaver Mortuary	H-210885
West Coast Cremations, Inc.	H-212362
Westminster Memorial Park Mortuary	H-211063
White and Day, Rice Mortuary	H-206684
White and Day Colonial Mortuary	H-212273
White Day Funeral Chapel	H-206512
White's Funeral Home	H-206586
Woods Scovern Mortuary	H-213234
Woods-Valentine Mortuary	H-212887