



MINUTES OF A SPECIAL MEETING

OKLAHOMA FUNERAL BOARD

3700 N. Classen, Suite 175
Oklahoma City, Oklahoma 73118

April 9, 2020

BOARD MEMBERS

Tom Coble
Joe Highberger
Todd Martin
Jim Roberts
Chad Vice

STAFF

Chris Ferguson
Martha Kulmacz
Tyler Stiles

MEETING PLACE: **Videoconference on Uber Conference**
www.uberconference.com/okfuneralboard
No physical location was provided

A Board virtual meeting of the Oklahoma Funeral Board was held on April 9, 2020 at 10:00 a.m. via videoconference in accordance with the Administrative Procedures Act, and the Open Meeting Act as amended by HB 661 signed into law by Governor Stitt on March 18, 2020. Members of the public attended the meeting via Videoconference on Uber Conference at (www.uberconference.com/okfuneralboard). Appearing remotely via videoconference for the meeting will be Board members; Tom Coble, Joe Highberger, Todd Martin, Jim Roberts, and Chad Vice. J. Cooper appeared via teleconference. Board staff Chris Ferguson, Tyler Stiles and AAG Martha Kulmacz, will also appeared remotely via videoconference.

This notice of meeting and agenda was posted on our web site (www.ok.gov/funeral) on April 3, 2020 at 5:45PM

Continuing Education credit was not provided for this meeting.

President Vice called the meeting to order at 10:00AM. Board Members Coble, Cooper, Highberger, Martin, Roberts, and Vice were present. Member Longanacre was absent. A quorum was at all times present.

Board President Vice updated the Board on the COVID-19 situation in Oklahoma. He reported on the information that has been provided to the funeral industry and encouraged those that had not yet reviewed them to do so. The information is on the Board's home page and is dated, April 3, April 9, April 10, and April 13, 2020.

Reading of the Oklahoma Funeral Board mission statement-The mission of the Oklahoma Funeral Board is to act in the public interest and for the protection of the public within the powers vested in the Board by the State of Oklahoma for the regulation and education of the funeral service profession.

Motion by Highberger second by Martin to approve the August 20, 2019 Special Board meeting minutes. The motion passed with Roberts and Vice abstaining.

Motion by Highberger second by Coble to approve the September 12, 2019 Regular Board meeting minutes. The motion passed with Cooper and Martin abstaining.

Motion by Cooper second by Highberger to approve the January 9, 2020 Regular Board meeting minutes. The motion passed with Martin and Roberts abstaining.

Motion by Roberts second by Cooper to approve the February 13, 2020 Regular Board meeting minutes. The motion passed with Martin and Vice abstaining.

Motion by Coble second by Roberts to approve the March 12, 2020 Regular Board meeting minutes. The motion passed with Cooper, Highberger, and Martin abstaining.

Motion by Roberts second by Highberger to table complaint 19-63 regarding next of kin issues. The motion passed with Martin abstaining.

Motion by Highberger second by Coble to dismiss with a letter of concern complaint 20-36 regarding CE issues. The motion passed with Martin abstaining.

Motion by Highberger second by Coble to find probable cause regarding complaint 20-38 regarding 24 Hour Embalming Issue. The motion passed with Martin abstaining.

Motion by Highberger second by Roberts to find probable cause on complaint 20-39-regarding misleading advertising issue. The motion passed with Martin abstaining.

Motion by Cooper second by Coble to approve the following: Apprenticeship (Original) Amberlyn Campbell, Chandler, Parks Brothers FH, Prague; Valerie Hamilton, Edmond, Matthews FH, Edmond; and Darian Foor, OKC, John M. Ireland FH, Moore. The motion passed unanimously.

Motion by Roberts second by Martin to approve the following: Apprenticeship (1st extension) Christy Ingram, Yukon, Ingram Smith & Turner FH, Yukon, (enrolled at UCO); Nicole Winters, Okmulgee, McClendon-Winters FH, Okmulgee, (enrolled at

Dallas); and Randy Brice, Muskogee, Lescher-Millsap FH, Muskogee.(Grad of Commonwealth) The motion passed unanimously.

Motion by Roberts second by Martin to approve the following: Funeral Director and/or Embalmer (Original) Deidre Williamson, OKC and Kristi Hamilton, Spencer. The motion passed unanimously.

Motion by Martin second by Roberts to table the following: Funeral Director and/or Embalmer (Original) Rubith Lujan, Edmond and Josie Albright, Edmond, (FD only) The motion passed unanimously.

Motion by Roberts second by Martin to approve the following: Establishments; Davis Family Funeral Home-Walker Brown Chapel request to change name from Davis Family Funeral Home-Walker Brown Chapel to Davis Family Funeral Home & Crematory-Walker Brown Chapel and Ellis Family FH, Gove, request to change name from Ellis Family Funeral Home to Worley-Ellis Funeral Home. The motion passed unanimously.

Motion by Roberts second by Coble to approve the following: Crematory; AAA Davis Family Funeral Home & Crematory, Bartlesville, New Crematory; Davis Family Funeral Home & Cremation Options, LLC Owner; Cater Davis, FDIC. The motion passed unanimously.

Gordon Welch with the Oklahoma Funeral Director Association updated the Board regarding the N-95 mask availability and on the status of some of the legislature's House and Senate bills, these bills have no new movement, other than HB4041 which hopefully will be signed by the Governor. He also updated on the July 2020 OKFDA convention and a new web page that they have.

Executive Director's Report- Agency Financial update. Mr. Ferguson reported gross receipts for March 2020 to be \$3,146.00 with \$174.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$36,711.97 and net income after expenses totaled -\$33,565.97.

No report by the Executive Director was given regarding the 2020 Legislative Report on HB4041

Motion by Highberger second by Vice to adjourn the meeting at 10:28AM

Chad Vice
Funeral Board President