



MINUTES OF A REGULAR MEETING

OKLAHOMA FUNERAL BOARD

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

January 9, 2020

BOARD MEMBERS

J. Cooper
Joe Highberger
Chad Vice

STAFF

Chris Ferguson
Martha Kulmacz, AAG
Thomas Schneider, AAG
Karol Shepherd
Tyler Stiles

Meeting Location: **Office of Chief Medical Examiner –OKC
921 N.E. 23rd Street Conference Room – 1st Floor
Oklahoma City, OK 73105.**

A copy of this notice of meeting and agenda has been posted in a prominent location at the office of the Oklahoma Funeral Board, 3700 North Classen Blvd Suite 175, Oklahoma City, Oklahoma, on January 3, 2020 at 3:00PM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

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

Motion by Highberger second by Cooper to table the November 14, 2019 Regular Board meeting minutes. The motion passed unanimously.

Motion by Highberger second by Cooper to approve the December 12, 2019 Regular Board meeting minutes. The motion passed unanimously.

Motion by Highberger second by Cooper to table the presentation of the following proposed Consent Orders until the special meeting set for January 30, 2020 at 10:00AM at the Office of Chief Medical Examiner-OKC, 921 N.E. 23rd Street, First Floor Conference Room, Oklahoma City, Oklahoma, 73105:

Complaint 19-44 Tishomingo Funeral Home, Establishment, Tishomingo; Grove & Hartwell, Inc., Owner; Chad John, FDIC, Sherman, Texas; Justin Hartwell, unlicensed individual;

Complaint 19-53 Stumpff Funeral Home & Crematory, Establishment, Bartlesville; The Stumpff Corp., Owner; Scott Holz, FDIC, Bartlesville;

Complaint 19-56 Parks Brothers Funeral Home-Okemah, Establishment, Okemah; Parks Brothers Company, Inc., Owner; Robert Reilly III, FDIC, Okemah;

Complaint 19-59 Walker Funeral Service, Establishment, Shawnee; Roesch Funeral Chapel, Inc, Owner; C. Douglas Walker, FDIC Shawnee; and

Complaint 19-60 Henson-Novak Funeral Directors, Establishment, Guymon; Miller Funeral Homes, LLC, Owner; Kelly Miller, FDIC, Guymon. The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Apprenticeship (Original) Kaela Bratcher, Marlow, Callaway-Smith-Cobb FH, Marlow and Thomas Corrigan II, Owasso, Stanleys FH, Tulsa. The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Apprenticeship (1st extension) Zachary Colson, Moore, John Ireland FH, Moore (enrolled at UCO), Abigail Tarlton, OKC, Ford FS, Edmond, (enrolled at UCO), and Austin Andrews, Cushing, Palmer Marler FH, Cushing (enrolled at UCO). The motion passed unanimously.

Motion by Cooper second by Vice to table the following: Apprenticeship (1st extension) Kaley Tyson, Yukon, Vondel Smith FH, OKC. The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Apprenticeship (2nd extension) Katelin Love, OKC OKC Cremation, OKC & OMS, OKC (grad from Arkansas St. Mount Home) and Austin Kile, Chickasha, Sevier FH, Chickasha (enrolled at UCO). The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Apprenticeship (FD only) Erin Phenix, OKC Trout FH, Ponca City. The motion passed unanimously.

Motion by Cooper second by Vice to table the following: Funeral Director and/or Embalmer (Reciprocal) Ronald Spencer, Texas (FD only)

Motion by Cooper second by Vice to approve the following: Funeral Director and/or Embalmer (Original) Areli Rios, Del City. The motion passed unanimously.

Motion by Cooper second by Vice to deny the following: Funeral Director and/or Embalmer (Original) Katelin Love, OKC (FD only). The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Funeral Director and/or Embalmer (Original) Tyler Stiles, OKC (FD only). The motion passed unanimously.

Motion by Cooper second by Vice to approve the following: Establishments- Shaw FH, Leedey, New Establishment, Shaw FH Inc. Owner; Bart Watkins, FDIC; Brown-Winters Crematory, Miami, New Establishment, Family Service Group, LLC, owner, Brian Buchanan, FDIC; Roberts & Son FH, Blackwell, request to change FDIC from Jon Bell to Heidi Greve; Wilson-Little FH, Purcell, request to change FDIC from Timothy Wilson to Michael Tolle; Wilson-Little FH, Newcastle, request to change FDIC from Timothy Wilson to Michael Tolle; Parks Brothers Funeral Home-Okemah, Okemah, request to change name to Parks Brothers Funeral Home; and Beaver County FH, Beaver, request to change name from Beaver County Funeral Home, LLC to Beaver County Funeral Home. The motion passed unanimously.

After discussion by Board members and staff regarding the eligibility of the proposed FDIC for multiple locations and the lack of communication from the funeral homes and FDIC the Board took a ten minutes recess for Board staff and attorney to review the applicable Board rules.

Motion by Highberger to approve the following: Rose Chapel FS, Sayre, request to change FDIC from Chris Whinery to Robert Simons and Whinery FS, Elk City, request to change FDIC from Chris Whinery to Robert Simons and to table Fatheree-Albert FH, Erick, request to change FDIC from Chris Whinery to Robert Simons until the January 30, 2020 special meeting. The motion died for lack of a second.

After more discussion by the Board members: Motion by Highberger second by Cooper to approve Rose Chapel FS, Sayre, request to change FDIC from Chris Whinery to Robert Simons and Whinery FS, Elk City, request to change FDIC from Chris Whinery to Robert Simons and to table Fatheree-Albert FH, Erick, request to change FDIC from Chris Whinery to Robert Simons until the January 30, 2020 special meeting. The motion passed unanimously.

Motion by Highberger second by Cooper to approve the following: Establishment: Stephens-Key Funeral & Cremation Care, Pryor, request to close establishment & Stephens-Key Funeral & Cremation Care, Pryor, New Establishment, Stephens Memorial Chapel, Inc. Owner; Tracy Holt, FDIC. The motion passed unanimously.

Motion by Highberger second by Cooper to approve the following: Crematories-Brown-Winters Crematory, Miami, New Establishment, Family Service Group, LLC, owner, Brian Buchanan, FDIC. The motion passed unanimously.

No new business was discussed.

No report was presented by the Oklahoma Funeral Director Association.

Motion by Cooper second by Vice to adopt the following: Request for Continuing Education for continuing education credits for attendance at the listed 2020 Board meetings. This request also applies to any special meetings that the Board may schedule during 2020.

January 9, 2020;
February 13, 2020;
March 12, 2020;
April 9, 2020;
May 14, 2020;
June 11, 2020;

July 9, 2020;
August 13, 2020;
September 10, 2020;
October 8, 2020;
November 12, 2020;
December 10, 2020.

The time will be measured in full and half credits. Fifty (50) minutes equals one (1) full credit and twenty-five (25) minutes equals a one-half (.5) credit. The measured time starts when the Board meeting is called to order. "Ethics" credit will be awarded for the portions of the meeting when a Consent Order is being presented or discussed and when an administrative hearing is being held. No credit for any portion of the meeting will be awarded to anyone who is required to attend the meeting as a Respondent in a Complaint, Consent Order or Administrative Hearing. No credit will be given to anyone during periods of time when the Board is in executive session. A licensee wishing to receive credit for time attending a Board meeting must be physically inside the meeting room during the portions of the meeting for which credit is sought and must personally sign in and must personally sign out on the designated attendance list in order to receive any credit. Board staff will email the licensee the awarded credits via the licensee's personal email address on file with Board records.

Executive Director's Report; Agency Financial update. Mr. Ferguson reported gross receipts for December 2019 to be \$265,968.00 with \$26,431.20 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$37,237.80 and net income after expenses totaled \$202,299.00

2020 License Renewal open renewal period- As of the date of the meeting the Funeral Board has not received renewal fees from 5 Funeral Homes and 48 Funeral Directors/Embalmers. The fees doubled after December 31, 2019.

OMES Computer project update-The staff has been working with OMES and anticipate signing a contract with them soon.

Motion by Highberger second by Cooper to adjourn the meeting at 10:50AM

Mr. Chad Vice
Oklahoma Funeral Board, President