

OKLAHOMA FUNERAL BOARD
3700 North Classen Blvd, Suite 175
Oklahoma City, Oklahoma 73118

NOTES OF REGULAR MEETING

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

DATE & TIME: **January 9, 2020 10:00 A.M.**

*** This symbol denotes the application and/or applicant is not in compliance with
235:1-1-2 (c) (14 day Rule)

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

ORDER OF BUSINESS: The Board may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

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1. **Roll Call**-Cooper, Highberger, and Vice were present. Coble, Longanacre, Martin and Roberts were absent.
 2. **Approval of the November 14, 2019 Regular Board meeting minutes**-Tabled
 3. **Approval of the December 12, 2019 Regular Board meeting minutes**-Approved
 4. **Matters for consideration: Consent Orders-**
All Consent Order were tabled until a special meeting is held. The meeting is set January 30, 2020 at 10AM at the ME Office.

At the conclusion of the parties' presentation and any questions or public discussion by the Board, the Board may in each complaint case:

- i. consider and vote on motion(s) to conduct executive session(s) pursuant to 25 O.S.2011, Section 307(B)(8) to engage in deliberations or rendering a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act;
- ii. if an executive session is held, designate a person to keep written minutes of the executive session;

- iii. consider and vote on motion(s) to exit executive session and return to open meeting; and
- iv. consider and vote on motion(s) regarding possible action to be taken regarding matter discussed in executive session.

4A. Complaint 19-44 Tishomingo Funeral Home, Establishment, Tishomingo; Grove & Hartwell, Inc., Owner; Chad John, FDIC, Sherman, Texas; Justin Hartwell, unlicensed individual. Member Cooper needs to be recused.

4B. Complaint 19-53 Stumpff Funeral Home & Crematory, Establishment, Bartlesville; The Stumpff Corp., Owner; Scott Holz, FDIC, Bartlesville. Member Cooper needs to be recused.

4C. Complaint 19-56 Parks Brothers Funeral Home-Okemah, Establishment, Okemah; Parks Brothers Company, Inc., Owner; Robert Reilly III, FDIC, Okemah, Member Roberts needs to be recused.

4D. Complaint 19-59 Walker Funeral Service, Establishment, Shawnee; Roesch Funeral Chapel, Inc, owner; C. Douglas Walker, FDIC Shawnee. Member Highberger needs to be recused.

4E. Complaint 19-60 Henson-Novak Funeral Directors, Establishment, Guymon; Miller Funeral Homes, LLC, Owner; Kelly Miller, FDIC, Guymon. Member Roberts needs to be recused.

5. Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action

A. Apprenticeship (Original)-All Approved

1. Kaela Bratcher, Marlow, Callaway-Smith-Cobb FH, Marlow
2. Thomas Corrigan II, Owasso, Stanleys FH, Tulsa

B. Apprenticeship (1st extension) 1 through 3 approved, 4 was tabled.

1. Zachary Colson, Moore, John Ireland FH, Moore (enrolled at UCO)
2. Abigail Tarlton, OKC, Ford FS, Edmond, (enrolled at UCO)
3. Austin Andrews, Cushing, Palmer Marler FH, Cushing (enrolled at UCO)
4. Kaley Tyson, Yukon, Vondel Smith FH, OKC

C. Apprenticeship (2nd extension)-All approved

1. Katelin Love, OKC OKC Cremation, OKC & OMS, OKC (grad from Arkansas St. Mount Home)
2. Austin Kile, Chickasha, Sevier FH, Chickasha (enrolled at UCO)

D. Apprenticeship (FD only)-Approved

1. Erin Phenix, OKC Trout FH, Ponca City

E. Funeral Director and/or Embalmer (Reciprocal)-Tabled

1. Ronald Spencer, Texas (FD only)

F. Funeral Director and/or Embalmer (Original) 1 and 3 approved, 2 was denied.

1. Areli Rios, Del City
2. Katelin Love, OKC (FD only)
3. Tyler Stiles, OKC (FD only)

G. Establishments-1 through 3 and 5 through 12 approved. 4 was tabled.

1. Shaw FH, Leedey, New Establishment, Shaw FH Inc. Owner; Bart Watkins, FDIC
2. Brown-Winters Crematory, Miami, New Establishment, Family Service Group, LLC, owner, Brian Buchanan, FDIC
3. Rose Chapel FS, Sayre, request to change FDIC from Chris Whinery to Robert Simons
4. Fatheree-Albert FH, Erick, request to change FDIC from Chris Whinery to Robert Simons
5. Whinery FS, Elk City, request to change FDIC from Chris Whinery to Robert Simons
6. Roberts & Son FH, Blackwell, request to change FDIC from Jon Bell to Heidi Greve
7. Wilson-Little FH, Purcell, request to change FDIC from Timothy Wilson to Michael Tolle
8. Wilson-Little FH, Newcastle, request to change FDIC from Timothy Wilson to Michael Tolle
9. Parks Brothers Funeral Home-Okemah, Okemah, request to change name to Parks Brothers Funeral Home
10. Beaver County FH, Beaver, request to change name from Beaver County Funeral Home, LLC to Beaver County Funeral Home
- ***11. Stephens-Key Funeral & Cremation Care, Pryor, request to close establishment.
- ***12. Stephens-Key Funeral & Cremation Care, Pryor, New Establishment, Stephens Memorial Chapel, Inc. Owner; Tracy Holt, FDIC

H. Crematories-Approved

1. Brown-Winters Crematory, Miami, New Establishment, Family Service Group, LLC, owner, Brian Buchanan, FDIC

6. **New Business.** Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda. 25 O.S. Section 311.9.**No New Business**
7. **Request for Continuing Education approval;** 2020 Funeral Board Meetings- Approved
8. **Oklahoma Funeral Director Association Update by a representative of OKFDA-No Report**
9. **Executive Director's Report**
 - A. 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**
 - B. 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.**
 - C. OMES Computer project update-**The staff has been working with OMES and anticipate signing a contract with them soon.**
10. **Adjournment-10:50AM**

Chris Ferguson
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **February 13, 2020; Office of Chief Medical Examiner – OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105**