

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

NOTICE OF REGULAR MEETING

MEETING PLACE:

**Videoconference on Go to Meeting <https://global.gotomeeting/join/731864109>  
We ask that only Board Members, Staff, and Respondents use the video camera function. No physical location will be provided. An alternative dial in number is 1-786-535-3211; Access Code 731-864-109#**

DATE & TIME: June 11, 2020 10:00AM

A virtual videoconference Board meeting of the Oklahoma Funeral Board will be held on June 11, 2020 at 10:00 a.m. 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 may attend the meeting via Videoconference on Go to Meeting <https://global.gotomeeting/join/731864109>

We ask that only Board Members, Staff, and Respondents use the video camera function. No physical location will be provided. An alternative dial in number is 1-786-535-3211; Access Code 731-864-109#. Appearing remotely via videoconference for the meeting will be Board members; Tom Coble, J. Cooper, Joe Highberger, Cindy Longanacre, Todd Martin, Jim Roberts, and Chad Vice. Board staff Chris Ferguson, AAG Martha Kulmacz, AAG Thomas Schneider, Karol Shepherd, and Tyler Stiles, will also appear remotely via videoconference.

This virtual Board meeting notice and agenda was posted on our web site ([www.ok.gov/funeral](http://www.ok.gov/funeral)) on June 5, 2020 at 4:35PM

Continuing Education credit will not be provided for this meeting.

If the connection is lost during the special meeting on June 11, 2020, and if there is an inability to restore the connection 30 minutes thereafter, the meeting will automatically be stopped and reconvened on Friday, June 12, 2020 at 10:00am using the same go to meeting conference web site listed above. Please direct all questions to [info@funeral.ok.gov](mailto:info@funeral.ok.gov)

**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.

**1. Roll Call**

**2. Message from Board President Vice regarding COVID-19 in Oklahoma**

### **3. 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.

### **4. Approval of the May 14, 2020 Special Board meeting minutes**

### **5. Review complaints with possible vote for probable cause or other action**

19-36-FTC Issues

20-05-Death Certificate Filing Issues

20-14-Misleading Advertising

20-16-Misleading Advertising

20-35-Unlicensed Practice/Overcharging

20-41-Next of Kin Issues

### **6. Matters for consideration: Continuance**

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.

**6A. Complaint 20-07 Heritage Funeral Home & Cremation Service, LLC, Establishment, OKC; Heritage Funeral Home & Cremation Service, LLC, Owner, OKC; Christopher Harrison, FDIC, OKC. Member Highberger needs to be recused.**

**7. Matters for consideration: Consent Order**

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.

**7A. Complaint 19-64 Roberts Funeral Home & Chapel, Establishment, Healdton; Dudley-Roberts Funeral Home, Inc., Owner; Shannon Roberts, FDIC, Healdton. Member Highberger needs to be recused.**

**7B. Complaint 20-38 Whinery Funeral Service, Establishment, Elk City; Premier Funeral Management Group IV, LLC, Owner, OKC; Robert Simons, FDIC, Sayre. Member Roberts needs to be recused.**

**7C. Complaint 20-39 Amy Stittsworth Funeral Service and Cremation Directors, Establishment, Enid; Amy Stittsworth Funeral Service and Cremation Directors, Inc., Owner, Enid; William Stittsworth Jr., FDIC, Enid. Member Vice needs to be recused.**

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

A. Apprenticeship (Original)

1. Jonathan Riley, Enid, Ladusau-Evans FH, Enid

B. Apprenticeship (1st extension)

1. Matthew Witten, Purcell, Wilson-Little FH, Purcell (not enrolled in mortuary college)
2. Archie Kisner, Muskogee, Clifford Garrett FH, Fort Gibson (not enrolled in mortuary college)

C. Apprenticeship (3rd extension)

1. Melvin Blagg, Durant, Brown's FS, Durant, (enrolled at Northeast Texas)

D. Apprenticeship (FD only)

1. Misty D. Jennings, Edmond, Affordable CS, OKC

E. Funeral Director and/or Embalmer (Reciprocal)

1. Christian Corl, Texas (FD only)
2. Clifford Fitch, Texas (FD only)
3. Billy Robison, Texas

F. Funeral Director and/or Embalmer (Original)

1. Gary White, Broken Arrow (FD only)
2. Joshua Linn, Muskogee
3. Debra Provaznik, Prague, (EM only)
4. Delaney Graber, Yukon,
5. Callie YoungBird, North Dakota
6. Alexis Eck, Ponca City

G. Establishments

1. Miller-Stahl FS, Newkirk, renewal of temporary license; John Miller, FDIC; John Miller, sole owner
2. Palmer Marler FH, Perkins, New Establishment, Ironwood Funeral Group, LLC, Owner; Dustin Nugent, FDIC

**9. Oklahoma Funeral Director Association Update by a representative of OKFDA**

**10. Executive Director's Report**

- A. Agency Financial update
- B. 2020 Legislative Report-HB1254; HB2830; HB4041; HB3544; HB3743; HB3888; and SB1891; HB2823

**11. Adjournment**

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Chris Ferguson  
Executive Director