

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

NOTES OF A SPECIAL MEETING

MEETING PLACE: **Videoconference at**

<https://oklahomafuneralboard.my.webex.com/meet/Funeralboard>

**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 1-408-418-9388; Access Code 1260612143**

DATE & TIME: November 4, 2020 4:00PM

A virtual Board meeting of the Oklahoma Funeral Board was held on November 4, 2020 at 4:00 p.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 may attend the meeting via Videoconference on <https://oklahomafuneralboard.my.webex.com/meet/Funeralboard>

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 1-408-418-9388; Access Code 1260612143. Appearing remotely via videoconference for the meeting were Board members; Tom Coble, Joe Highberger, and Jim Roberts. Board staff Chris Ferguson, AAG Martha Kulmacz, AAG and Tyler Stiles, will also appear remotely via videoconference.

This virtual Board meeting notice and agenda was on November 2, 2020 at 3:30PM

Continuing Education credit will not be provided for this meeting.

If the connection is lost during the meeting on November 4, 2020, and if there is an inability to restore the connection 30 minutes thereafter, the meeting will automatically be stopped and reconvened on Thursday, November 5, 2020 at 4:00pm using the same webex 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-**Coble, Highberger, and Roberts attended. Members Cooper, Matherly, and Vice were absent.
- 2. Discussion and possible action regarding emergency rules proposed due to the COVID-19 pandemic granting a continuing education exemption,**

**modification, and allowing carry-over continuing education hours from the 2020 calendar year to any future license renewal periods.** The Board adopted the following language to be sent to the Gov. office for his signature. 235:10-13-10. Continuing education requirements (a) Applicants for renewal of a funeral director or embalmer license in Oklahoma, shall submit the renewal fee and documentation as prescribed by the Board of each continuing education course the licensee attended during the year. Every licensed funeral director, and/or licensed embalmer, shall obtain a minimum of six (6) contact hours during each calendar year before their annual license renewal. One (1) contact hour shall be construed as 50 minutes of learning activity. Except during the 2020 calendar year for the 2021 license renewal, during which 2020 calendar year the COVID-19 pandemic has occurred, in at least one (1) hour of this continuing education, the Licensee shall be physically present at the location of the Presentation. One (1) hour of the required continuing education shall cover Ethics.

### **3. Adjournment-4:03pm**

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Chris Ferguson  
Executive Director