

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

NOTICE OF SPECIAL MEETING

DATE & TIME: February 18, 2021 10:00AM

MEETING PLACE: **Videoconference at**

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

We ask that only the Respondents in a complaint use the video camera function. If calling in by telephone please call 1-408-418-9388; Access Code 1260612143. If attending in person at the physical location: Office of Chief Medical Examiner OKC, 921 N.E. 23rd Street Conference Room 1st Floor Oklahoma City, OK 73105.

A virtual videoconference special Board meeting of the Oklahoma Funeral Board will be held on February 18, 2021 at 10:00 a.m. in accordance with the Administrative Procedures Act, and the Open Meeting Act as amended by SB1031. Appearing remotely via videoconference for the meeting will be Board members; Tom Coble, J. Cooper, Joe Highberger, Brent Matherly, Jim Roberts, and Chad Vice. Board staff AAG Amanda Everett, Chris Ferguson, AAG Thomas Grossnicklaus, AAG Thomas Schneider, Karol Shepherd, and Tyler Stiles, will also appear remotely via videoconference.

Pursuant to Executive Order 2020-20 7th Amended version, commencing November 17, 2020, all Funeral Board Members, Funeral Board Staff, and visitors who wish to attend the Funeral Board's monthly Board meetings in person must wear a facial covering or mask over the mouth and nose at all times.

A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral and was posted at on February 16, 2021 at 10:30AM

If attending via videoconference or via telephone Continuing Education credit will not be provided for this meeting. If you plan to attend a Board meeting for Continuing Education credit and would like a rough estimate of the length of time Board staff estimates the meeting might last, please email your request to info@funeral.ok.gov.

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

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. 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.

3. Approval of the November 4, 2020 Special Board meeting minutes

4. Approval of the January 14, 2021 Regular Board meeting minutes

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

20-34- Preneed Issues

21-27- Felony Conviction

21-28 - Unauthorized Cremation

21-32- Out of State Transport Permit Issues

6. 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.

- 6A. Complaint 20-45 Huber Benson Funeral Home, Establishment, El Reno; Huber-Benson Funeral Home, Inc., Owner; Craig Huber, FDIC, El Reno. Member Vice needs to be recused.**
- 6B. Complaint 20-47 Brown's Family Funeral Home, Establishment, Mcloud; Brown's Family Funeral Home, LLC, Owner; Venita Elmore, FDIC, OKC. Member Roberts needs to be recused.**
- 6C. Complaint 21-11 Traditions Funeral & Cremation Services, Inc. Establishment, Kellyville; Traditions Funeral & Cremation Services, Inc. Owner, Kellyville; Tim Tyler, FDIC, Sapulpa. Member Roberts needs to be recused.**

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

A. Apprenticeship (Original)

- 1. Todd Jones, Duncan, Whitt FH, Duncan
- 2. Wacee Kerr, El Reno, Ingram, Smith & Turner Mortuary, Yukon
- 3. Michaela Galle, Antlers, Serenity FS, Antlers

B. Apprenticeship (1st extension)

- 1. Gracie Goodwin, Morris, Integrity FS, Henryetta (enrolled at UCO)

C. Apprenticeship (2nd extension)

- 1. Che'Lynn Jackson, Tulsa, Floral Haven FH, Broken Arrow (enrolled at UCO)
- 2. Abigail Tarlton, OKC, Ford FS, Midwest City (enrolled at UCO)

D. Apprenticeship (3rd extension)

1. Austin Kile, Chickasha, Sevier FH, Chickasha (enrolled at UCO)
2. Brandon Watter, Nowata, Benjamin FH, Nowata (enrolled at Dallas)

E. Apprenticeship (FD only) (Original)

1. Alan Hedden, Tulsa, Butler-Stumpff & Dyer FH, Tulsa (Grad of Dallas)

F. Apprenticeship (FD only) (1st extension)

1. James Groesbeck, OKC, Mobley-Groesbeck FH, Sand Springs (enrolled at UCO)

G. Funeral Director and/or Embalmer (Reciprocal)

1. Chester Beavers, Texas (FD only)

H. Funeral Director and/or Embalmer (Original)

1. Courtney Cross, Collinsville, (FD only)
2. Patricia Gonzalez-Carter, Macomb
3. Mikala Lea, Shawnee

I. Establishments

1. Bill Eisenhower FH, Del City, request to change the FDIC from Tina Tipps to Jeremy Sparks
2. Bill Eisenhower FH, OKC, request to change the FDIC from Tina Tipps to Jeremy Sparks
3. Ray & Martha's FH, Anadarko, request to change the FDIC from Dee Robertson to Kirsten Johnson
4. Signature Cremation & Funeral Care, OKC, request to change the FDIC from Samuel Flores to Cassie Alvarez
5. Neptune Society, Edmond, New Establishment, Neptune Management Corp., Owner; Angela Bynum, FDIC
6. Advantage Funeral & CS, OKC, request to change FDIC from Jeremy Sparks to Samuel Flores

7. Resthaven FH, Shawnee, request to change FDIC from Scotti Nease to Billy Robison

J. Crematory

1. Cornerstone FH & Crematory, Muskogee, request to change the FDIC from Gary Cooper Jr. to Stacy Donelson

8. Legal Update

- A. Possible vote to enter into executive session pursuant to 25 O.S. Section 307(B)(4) for confidential communication between the Funeral Board and its attorney concerning pending litigation in Garfield County District Court, Case Number CJ-2020-284, *Amy Stittsworth Funeral Svc. & Cremation Directors, Inc., et al. v. State of Okla., ex rel. Oklahoma Funeral Board, et al.*, when with the advice of its attorney, the Funeral Board determines that disclosure would seriously impair the ability of the Funeral Board to process or conduct or defend its claim in the pending litigation
- B. Vote to exit executive session.
- C. Possible vote on matters discussed in executive session.
- D. Possible vote to enter into executive session pursuant to 25 O.S. Section 307(B)(4) for confidential communication between the Funeral Board and its attorney concerning pending litigation in Oklahoma County District Court, Case Number CV-2020-2297, *Neptune Management Corp. v. State of Okla., ex rel. Oklahoma Funeral Board, et al.*, when with the advice of its attorney, the Funeral Board determines that disclosure would seriously impair the ability of the Funeral Board to process or conduct or defend its claim in the pending litigation.
- E. Vote to exit executive session.
- F. Possible vote on matters discussed in executive session.

9. Administrative Assistant Report

- A. Thentia Computer Software Project Update

10. Deputy Director's Report

- A. 2021 Legislative Update; HB1638; HB1742; HB2009; HB2038; HB2072; HB2528; SB301 and SB354

11. Executive Director's Report

- A. Agency Financial update
- B. 2021 License Renewal open renewal period update

12. Adjournment

Chris Ferguson
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **March 11, 2021.**
Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room –
1st Floor Oklahoma City, OK 73105.