

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

NOTICE OF REGULAR MEETING

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.

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 must wear a facial covering or mask over the mouth and nose at all times.

DATE & TIME: January 14, 2021 10:00AM

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 8, 2021 at 3:00PM

A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

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 December 10, 2020 Regular Board meeting minutes

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

20-20- Stealing Customers

20-25- Overcharging

20-45- Not Filing Death Certificate

20-48- Not Filing Death Certificate

21-06- Not Filing Death Certificate

21-10- Next of Kin Issues

21-13- Rude Funeral Home

21-14- FTC Issues/Overcharging

21-18- Unauthorized Embalming

21-23- Vendor Issues

21-26- Insurance Paperwork 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 19-64 Roberts Funeral Home & Chapel, Establishment, Healdton; Dudley-Roberts Funeral Home, Inc., Owner; Shannon Roberts, FDIC, Healdton. Member Highberger 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. Robert Murray, Midwest City, Parks Brothers FS, Stroud

B. Funeral Director and/or Embalmer (Original)

1. Justin Lockwood II, Clinton
2. Alec Dyer, OKC (EM Only)
3. Courtney Cross, Collinsville, (FD only)

C. Establishments

1. Brown Winters Crematory, Miami, request to change FDIC from Brian Buchanan to Michael Doner.
2. Ingram Smith & Turner Mortuary, Yukon request to change FDIC from Calvin Chaffin to Tim Ingram
3. Davis FH, Cushing, request to close establishment
4. Matherly-Davis FH, Cushing, New Establishment, Matherly & Tank Funerals, Inc., Owner; Brent Matherly, FDIC

5. Knight-Swearingen FH, Maud, request to change FDIC from Hugh Megee to Robert Swearingen
6. Evans and Miller FH, Poteau, request to close establishment
7. Evans and Miller FH, Poteau, New Establishment, Evans and Miller FH, LLC, Owner; Jim Cook, FDIC
8. Evans and Miller FH, Pocola, request to close establishment
9. Evans and Miller FH, Pocola, New Establishment, Evans and Miller FH, LLC, Owner; Jim Cook, FDIC
10. Shaw FH, Shattuck, request to change FDIC from Willis Shoaf to Lucas Faires
11. Shaw FH, Arnett, request to change FDIC from Willis Shoaf to Scott Ferrell
12. Smith FH, Sapulpa, request to change FDIC from Douglas Rutledge to Billy Cotton
13. Broken Arrow FH, Broken Arrow, request to close location.
14. Brown FH & Cremations, Broken Arrow, New Establishment, Coweta Funeral Service, Inc. Owner; Logan Brown, FDIC
15. Checotah FH, Checotah, request to close location.
16. Hunn FH & CS, Checotah, New Establishment, Hunn, Inc. Owner; Jacob Hunn, FDIC
17. Brown Family FH & CS, Coweta, request to change name from Brown Family Funeral Home & Cremation Service to Brown Funeral Home & Cremations
18. Lowell-Tims FH, Eldorado, request to close location
19. Boydston-Wilbourn FH, Inc., Lindsey, request to change name from Boydston-Wilbourn Funeral Home, Inc. to Wilbourn Family Funeral Home Inc.
20. Bixby FS, Bixby, request to change name from Bixby FS to Bixby-South Tulsa Funeral Service and Crematory

D. Crematory

1. Green Country Cremation Center, Sapulpa, request to change FDIC from Douglas Rutledge to Billy Cotton

E. Continuing Education

1. The International Conference of Funeral Service Examining Board's virtual annual meeting continuing education credit
2. 2021 Funeral Board monthly Meetings

8. **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.

9. **Executive Director's Report**

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

10. **Adjournment**

Chris Ferguson
Executive Director

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