

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

NOTES 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.

DATE & TIME: July 8, 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 July 2, 2021 at 2:00PM. 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**-Coble, Cooper, Highberger, Matherly, Roberts, Sanders, and Vice were present.
- 2. Swearing in and oath of office for newly re-appointed Board Member Mike Sanders of Kingfisher**

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 June 10, 2021 Regular Board meeting minutes-Approved

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

21-41- Death Certificate Issues-**Dismissed**

21-42- Death Certificate Issues-**Dismissed**

21-47- Not Releasing Cremated Remains-**Dismissed**

21-48- Body Intake Log Issues-**Found Probable Cause**

21-52- Body Intake Log Issues-**Found Probable Cause**

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

A. Apprenticeship (Original) Number one and three through six were approved. Number 2 was tabled.

1. Lily Blodgett, Edmond, Smith & Kernke FH, OKC
2. Shelby Hathaway, OKC, Buchanan FS, OKC
3. Jared Johnson II, Wagoner, Shipman FH, Wagoner
4. Melissa Delgado, Norman, Vondel Smith FH, OKC
5. Shayna Nicely, Newkirk, Trout FH, Ponca City
6. Jennifer Batres, OKC, Moore FH, Moore

B. Apprenticeship (1st extension)-**All Tabled**

1. Kaela Bratcher, Marlow, Whitt FH, Duncan

2. Jared Williams, Stratford, DeArman FH, Stratford
3. Justin Hartwell, Stillwater, Brown-Dugger FH, Perry

C. Apprenticeship (2nd extension)-Tabled

1. Matthew Witten, Purcell, Wilson-Little FH, Purcell

D. Funeral Director and/or Embalmer (Reciprocal) All Tabled

1. Joseph Campbell, Missouri
2. Wilburn Lawson, Texas
3. Christian Corl, Texas (FD Only)

E. Funeral Director and/or Embalmer (Original) All Approved

1. Hannah Marlow, OKC
2. Katelin Love-Clements, OKC (FD Only)
3. Cynthia Foster, Bixby (FD Only)

F. Establishments All Approved

1. Smith-Parks Brothers FS, Harrah, request to change FDIC from Jerel Johnson to Robert Ferris
2. CremationCare+, Tulsa, request to change FDIC from Rondall Gammon to Billy Cotton
3. Rice FS & CremationCare+, Catoosa, request to change FDIC from Rondall Gammon to Billy Cotton
4. Smith FH, Sand Springs, request to change FDIC from Billy Cotton to Cynthia Ross

G. Crematory-Approved

1. Green Country Cremation Center, Sand Springs, request to change FDIC from Billy Cotton to Cynthia Ross

7. **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**
8. **Executive Director's Report**
 - A. Agency Financial update Mr. Ferguson reported gross receipts for June 2021 to be \$13,786.50 with \$523.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$43,072.64 and net income after expenses totaled -\$29,286.14
 - B. Thentia Computer Software Project Update Mr. Ferguson updated the Board regarding the computer project with Thentia and the implantation planned for the first week of September 2021. He also reported and gave a demonstration of what the consumer and licensee will see on-line after implantation.
 - C. Funeral Board Staff update-Mr. Ferguson announced that Thomas Grossnicklaus AAG, has been reassigned to another agency and will not be representing the Funeral Board after the August 12, 2021 Board meeting and that Marie Schuble, AAG will be the new lead attorney for the Oklahoma Funeral Board. Mr. Ferguson also announced his retirement from the Oklahoma Funeral Board effective August 2, 2021. The Board thanked Mr. Ferguson for his dedication and service to the Funeral Board for more than twenty-one years.
9. **Matters for consideration: Executive Director-Tyler Stiles was named Executive Director effective August 3, 2021**
 - i. Discussion and possible action on the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of the Executive Director.
 - ii. Vote on possible executive session pursuant to 25 O.S. 2011, Section 307 (B) (1) Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Executive Director.

- iii. if an executive session is held, designate a person to keep written minutes of the executive session;
- iv. consider and vote on motion(s) to exit executive session and return to open meeting; and
- v. consider and vote on motion(s) regarding possible action to be taken regarding matter discussed in executive session.

10. **Adjournment -12:10PM**

Chris Ferguson
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:
**August 12, 2021. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street
Conference Room – 1st Floor Oklahoma City, OK 73105.**