

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: June 10, 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 June 4, 2021 at 10:00AM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

*** 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, Highberger, Matherly, Roberts, and Vice were present. Cooper was absent
2. **Swearing in and oath of office for newly 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 May 13, 2021 Regular Board meeting minutes-Approved

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

21-37- Next of Kin Issues-Dismiss

21-43- Missing Cremated Remains-Dismiss

21-44- Death Certificate Issues-Dismiss

21-45- Embalming issues/Not Providing GPL to Families-Dismiss

21-46- Not respecting consumer's personal choice-Dismiss

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

A. Apprenticeship (Original)-All Approved

1. Michael Mosier, OKC, Matthews FH, Edmond

2. Lorna Schofield, Stillwater, Strode FH, Stillwater

B. Apprenticeship (1st extension)-Approved

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

C. Apprenticeship (2nd extension) Tabled number 1 approved number 2

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

2. Brian Saunders, Guthrie, Ingram, Smith, and Turner FH, Yukon, (enrolled at UCO)

D. Apprenticeship (3rd extension)-Deny

1. Ashley Oliver, Hugo Prater-Lampton-Mills FH, Hugo

E. Funeral Director and/or Embalmer (Reciprocal) Tabled number 1, 2 and 5; Approve numbers 3 and 4

1. Joseph Campbell, Missouri

2. Wilburn Lawson, Texas
3. Roger Allen, Texas
4. Jason Arnold, Washington
5. Christian Corl, Texas

F. Funeral Director and/or Embalmer (Original) Table numbers 1 and 5; approve 2,3,4, and 6.

1. Hannah Marlow, OKC
2. Cassidy Ucherek, Edmond
3. Abigail Tarlton, OKC
4. Austin Kile, Chickasha
5. Katelin Love-Clements, OKC (FD Only)
6. Jennice Jeter, Elk City

G. Establishments-All Approved

1. McCarn Funeral Chapel, Clayton, New Establishment. McCarn Funeral Service, LLC, Owner; Don McCarn Jr., Talihina, FDIC.
2. Parsons-Canoe-Beggs FH, Collinsville, request to close location.

- 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. 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, CJ-2020-284, SD-119407 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-**No Action was taken.**

- B. Vote to exit executive session.
- C. Possible vote on matters discussed in executive session.

9. Deputy Director's Report

- A. Introduction of the Administrative Assistant Rochelle Robinson. Mr. Stiles introduced Rochelle Robinson as the new Administrative Assistant. Rochelle was a field representative for western Oklahoma for the Oklahoma Insurance Department for nine years.
- B. HJR 1046; 2021 Rules Update. Mr. Stiles reported that HJR 1046 regarding changing 1 hour in person CE to 2 hours in-person CE is on its way to the Governor's desk and anticipates a signature in the next couple of days.

10. Executive Director's Report

- A. Agency Financial update Mr. Ferguson reported gross receipts for May 2021 to be \$12,180.00 with \$463.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,571.72 and net income after expenses totaled -\$22,854.72.
- B. Thentia Computer Software Project Update- Mr. Ferguson updated the Board regarding the computer project with Thentia and the implantation planned for later this year. He also reported that the agency was recently approved for merchant ID's which allows the agency to accept credit cards after implantation.

11. Adjournment-10:15AM

Chris Ferguson
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **July 8, 2021. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**