

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.

All Funeral Board Members, Funeral Board Staff, and visitors who wish to attend the Funeral Board's monthly Board meetings are encouraged to wear a facial covering or mask over the mouth and nose at all times.

DATE & TIME: May 13, 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 May 7, 2021 at 1:10PM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

A virtual videoconference special Board meeting of the Oklahoma Funeral Board will be held on May 13, 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, Appearing in person for the meeting will be Board members, J. Cooper, Joe Highberger, Brent Matherly, Jim Roberts, Chad Vice and Board staff of AAG Amanda Everett, Chris Ferguson, AAG Thomas Grossnicklaus, AAG Thomas Schneider, and Tyler Stiles.

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 March 11, 2021 Regular Board meeting minutes

4. Approval of the April 8, 2021 Regular Board meeting minutes

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

21-20- Vendor Issues

21-22- Not Refrigerating Body

21-24- Missing Jewelry

21-40- Casket Issues

6. Matters for consideration: Consent Order or Scheduling 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 20-25 Forever Memories Funeral Service, Inc.; Establishment, Sallisaw; Forever Memories Funeral Service, Inc. Owner; David Hampton, FDIC, Sallisaw. Member Vice needs to be recused

6B. Complaint 21-14 Forever Memories Funeral Service, Inc.; Establishment, Sallisaw; Forever Memories Funeral Service, Inc. Owner; David Hampton, FDIC, Sallisaw. Member Vice 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. Hilda M. Rubio, Moore, OMS, OKC (EM only)
2. Elvis Keel, Elgin, Comanche Nation FH, Lawton
3. Taigen White, Sulphur, Dearman FH, Tishomingo
4. Carrie Davis, Owasso, Moore FH, Tulsa
5. Michael Mosier, OKC, Matthews FH, Edmond
6. Kaylin Carlton, Norman, Primrose FH, Norman
7. Jasmine Hatton, Ada, Estes-Phillips FH, Ada

B. Apprenticeship (1st extension)

1. Morghane Gonzalez, Stillwater, Smith & Kernke, OKC & OMS, OKC (enrolled at UCO)
2. Amberlyn Campbell, Chandler, Parks Bros. Prague (enrolled at UCO)

3. Darian Foor, OKC, John M. Ireland FH, Moore (enrolled at UCO)
4. Breanne Strawn, Piedmont, Ingram, Smith & Turner, Yukon (enrolled at UCO)

C. Apprenticeship (2nd extension)

1. Nicole Winters, Okmulgee, McClendon-Winters FH, (EM only) (Grad of Dallas)

D. Apprenticeship (3rd extension)

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

E. Apprenticeship (FD only) (Original)

1. Jared Johnson II, Wagoner, Shipman FH, Wagoner
2. Heidi Mullings, Glenpool, Schaudt's FS, Glenpool
3. Sherry Gray, Wilson, Alexander Gray FH, Wilson

F. Funeral Director and/or Embalmer (Reciprocal)

1. Joseph Campbell, Missouri
2. Wilburn Lawson, Texas
3. Roger Allen, Texas
4. Jason Arnold, Washington

G. Funeral Director and/or Embalmer (Original)

1. Nicole Winters, Okmulgee (FD only)
2. Staci Hartwell-Helm, Ardmore
3. Christopher Gann, Broken Bow (FD Only)
4. Emma Stratton, Edmond

H. Establishments

1. Walker Funeral Service, Shawnee, request to close establishment.
2. Walker Funeral & Cremation Service, Shawnee, New Establishment, Transitional Services, LLC, Owner; Mark Riley, FDIC.
3. AE Funeral Service, LLC Shawnee, New Establishment, AE Funeral Services, LLC, Owner; Donald Todd Tramel, FDIC.
4. Stephens-Key Funeral & CC, Pryor, request to change FDIC from TJ Holt to Clarissa Yates

9. **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.

10. 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.
11. Discussion and possible action regarding delegating authority to the Executive Director to extend the timeframe for any in-person continuing education requirement regarding previously executed Consent Orders
12. Deputy Director's Report

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

13. Executive Director's Report

- A. Agency Financial update
- B. Thentia Computer Software Project Update
- C. International Conference of Funeral Service Examining Board Update

14. Adjournment

Chris Ferguson
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **June 10, 2021. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**