

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.

DATE & TIME: November 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 November 5, 2021 at 11:30AM. 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- Members Cooper, Highberger, Roberts, Sanders, and Vice were present. Members Coble and Matherly were absent. A quorum was always present.

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 October 14, 2021 Regular Board meeting minutes - Approved

4. Oklahoma Funeral Director Association Update from a Representative of OKFDA- Dustin Pierce with OKFDA informed the Board that OKFDA will be having CE opportunities December 5th or December 6th at Barnes Friederich Funeral Home in Midwest City. Contact them to RSVP

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

22-05- Overcharging-**Found PC**

22-09- Cremation Issues/ Overcharging/Death Certificate Issues-**Tabled**

22-10- Embalming Issues-**Dismissed**

22-11- Body Intake Log Issues/No Licenses Displayed- **Found PC**

22-13- Ethics Issues-**Dismissed**

22-14- Material Misrepresentation -**Found PC**

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 21-49 Buchanan Funeral Service, Oklahoma City; Tak-N-Kar, LLC, Oklahoma City; Kenneth Buchanan II, FDIC, Oklahoma City. Member Cooper needs to be recused. The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failure to submit application of establishment license, false or misleading advertising, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$1,000, Mr. Buchannan shall complete an additional 6 hours of CE, and Costs of \$500

6B. Complaint 21-54 Delozier Funeral Service, LLC, Chelsea; Delozier Funeral Service, LLC, Owner, Chelsea; Kenneth Delozier, FDIC, Chelsea. Member Cooper needs to be recused. The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failure to maintain an up-to-date body intake log, not having the FDIC reflected on the Body Intake Log, Failure to comply with requirements of Statutes and Rules of State Insurance Commission, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,000 and Costs of \$500.

6C. **Complaint 22-08 Dillon Funeral Service, LLC, Sand Springs; Dillon Funeral Service, LLC, Owner, Sand Springs; Preston McCurtain, FDIC, Sand Springs. Member Roberts needs to be recused.** The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failure to maintain an up-to-date body intake log, not having the FDIC reflected on the Body Intake Log, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$250 and Costs of \$250.

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

A. Apprenticeship (Original)-All approved

1. Aiden Richey, Edmond, Hahn-Cook, OKC
2. Chad Kaminski, Ada, Criswell FH, Ada
3. Allexia Ernest, Bartlesville, Stumpff FH, Bartlesville
4. Joseph Campbell, Talihina, McCarn FS, Talihina
5. Sarah Blank, Edmond, Corbett FH, OKC
6. Monty Danderson, Collinsville, Adamscrest, Tulsa
7. Whitney Phillips, Durant, Brown's FS, Durant
8. Steven Hodge, Chandler, Parks Brothers, Prague
9. Kristen Wajda, Moore, Ingram, Smith & Turner, Yukon

10. Jayden Anderson, Edmond, Ingram, Smith & Turner, Yukon

11. Macie Herndon, Edmond, Ingram, Smith & Turner, Yukon

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

1. Cadyn Brice, Edmond, Memorial Park, OKC

2. Akeah Aschmeller, Edmond, Ford FS, Midwest City

3. Amber Shelley, OKC, John Ireland, Moore

C. Apprenticeship (2nd extension)-**All Approved**

1. Daysha Ross, Stilwell, Reed-Culver, Tahlequah

2. Paul Bruns, Edmond, OK Cremation, OKC

3. Jennifer Pointer, Durant, Holmes-Coffey-Murray, Durant

D. Apprenticeship Original (FD Only) -**Approved**

1. Gatlin Scott, Bartlesville, Cremation Society, Tulsa

E. Funeral Director and/or Embalmer (Reciprocal)-**Denied**

1. Kendra Soley, Mississippi

F. Establishments- **All Approved**

1. Ray and Martha's FH, Anadarko, request to change FDIC from Kirsten Johnson to Jennice Jeter.

2. Tishomingo Funeral Home, Tishomingo, request to change name to Hartwell Funeral Home, Tishomingo

3. Forever Memories FS, Roland, request to change FDIC from David Hampton to Curtis Brown

4. Forever Memories FS, Sallisaw, request to change FDIC from David Hampton to Curtis Brown

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.- **There was no new business**

9. **Executive Director's Report**

A. Agency Financial update- Mr. Stiles reported gross receipts for October 2021 to be \$7,420.00 with \$537.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,072.03 and net income after expenses totaled -\$27,189.03

B. 2022 License Renewals-Mr. Stiles reported that all renewals have been sent out and if you have not received your renewal by late November, contact the Board office. Board staff is still working with Thentia and hopefully will be able to finalize the online renewals shortly and is hoping that licensees will have the option to renew online or on paper.

10. **Review, discussion by the Board members, and possible action regarding proposed changes to the Oklahoma Funeral Board Statutes:**

A. Quorum Amount Change-**Tabled**

B. FD/EM Licensing education requirements -**Tabled**

C. FD Only additional hours requirement-**Tabled**

11. **Adjournment -11:45AM**

Tyler Stiles, MBA

Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:
**December 9, 2021. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street
Conference Room – 1st Floor Oklahoma City, OK 73105.**