

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

NOTICE OF SPECIAL 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. 23<sup>rd</sup> Street Conference Room 1<sup>st</sup> Floor Oklahoma City, OK 73105.

DATE & TIME: September 22, 2021 1:00PM

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 September 17, 2021 at 12:30PM. A copy of this agenda is available on the Funeral Board website at [www.ok.gov/funeral](http://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](mailto: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 August 12, 2021 Regular Board meeting minutes -**  
Approved
4. **Oklahoma Insurance Department Update from a Representative from**  
**OID.-** Penny Vasquez, the new manager of the Regulated Industry Services  
Division with OID introduced herself along with Shay Turner, Rowena  
Ehrman, and Lorie Jones.

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

22-01- Body Intake Log Issues- **Found Probable Cause**

22-02- Next of Kin Issues- **Dismissed**

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 21-50 Lawson's Funeral  
Homes & Cremation Services,  
Establishment, Grove; Lawson's  
Funeral Homes & Cremation  
Services, LLC, Owner, Grove;  
Shaunda Lawson, FDIC, Jay.**

Member Cooper needs to be recused. The Board accepted a Consent Order with Lawson's Funeral Homes & Cremation, Establishment, Grove, Lawson's Funeral Homes & Cremation Services, LLC, Grove, owner, and Shaunda Lawson FDIC, Jay on Complaint 21-50. The agreed violations were: violation of the Funeral Service Licensing Act and failing to obtain other necessary permits as required by law in a timely manner. The terms of the Consent Order consisted of the following: Respondents were assessed an administrative penalty of \$1,000.00 plus \$500.00 in cost.

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

A. Apprenticeship (Original)- **All Approved**

1. Nicholas Holdeman, Ames, Lanman FH, Helena
2. Lawanda Colbert, MWC, Rolfe, OKC
3. Thomas Applegate, Wagoner, Mallet FH, Wagoner
4. Brandon Plowman, Edmond, OMS, OKC (EM only)
5. Jared Williams, Stratford, DeArman, Stratford
6. Jeffery Wright, Spencer, McKay Davis Tate, OKC
7. Scott Freeze, Idabel, Nunley FH, Idabel
8. Perry Simpson, Noble, McMahans FH, Noble
9. Mercedes Castro, Del City, Yanda & Son, Yukon

B. Apprenticeship (1st extension)- **Numbers 1, 2, and 4 were approved, 3 was tabled**

1. Mylei Saysana, Edmond, Smith & Kernke, OKC
2. Brighton Potter, Tulsa, Gary Kelley Add'vantange Funeral and Cremation, Tulsa
3. Emily Vickery, Arapaho, Ingram, Smith & Turner, Yukon
4. Kendra Soley, Skiatook, Stanley's FH, Tulsa

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

1. Monica Lam, Shawnee, Smith-Parks F.S., Harrah
2. Disney Cain, Wilburton, Bishop F.S., McAlester
3. Tyler Harrell, Sallisaw, Forever Memories, Sallisaw

D. Apprenticeship (3rd extension) - **Approved**

1. Paige Goodman, Moore, Mercer-Adams, Bethany

E. Apprenticeship (4<sup>th</sup> extension)-Approved

1. Melvin Blagg, Durant, Brown's F.S., Durant

F. Apprenticeship (FD only) (Original)- **All Approved**

1. Becky Shupe, Tonkawa, Trout FH, Ponca City
2. Sammy Jones, Shawnee, AE Funeral Services, Shawnee
3. Larry Alberty, Grant, Nunley FH, Idabel
4. Roy Gray, Jr. OKC, Ingram Smith & Turner, Yukon

F. Funeral Director and/or Embalmer (Reciprocal)- **Number 1 was approved, 2 was tabled**

1. Martha Aponte-Hittle, Kansas
2. Kendra Soley, Mississippi

G. Funeral Director and/or Embalmer (Original)- **Numbers 2-5 and 7 were approved, numbers 1 and 6 were tabled.**

1. Melanie Holcomb, Newkirk
2. Hollis Griffin, Jr., Sapulpa (FD Only)
3. Cade Harkins, Wilburton
4. Lada Feldman, OKC
5. Darian Foor, OKC
6. Christopher Gann, Broken Bow (FD Only)
7. Matthew Witten, Purcell

H. Establishments- **Numbers 1 through 9 were approved, 10 was tabled**

1. Heath Griffith FH, Tulsa, request to close establishment.
2. Oklahoma Mortuary Trade Service, OKC request to change FDIC from Toni Blake to John Astle.
3. Mason FH, Shattuck, requests to change FDIC from Clarence Rogers to Scotty Schilling.
4. Brumley Funeral Home, Broken Bow, request to close establishment.
5. Bowser Family Funeral Home, Broken Bow, New Establishment, Bowser Brumley Funeral Home, LLC, David Bowser FDIC.
6. Luginbuel FH, Vinita, requests FDIC change from Alan Cowley to Joseph Faulkner.
7. Luginbuel South Grand Lake FH, Langley request FDIC change from Alan Cowley to Joseph Faulkner.

8. Rice F.S., Claremore, request FDIC change from Jackie Shurden to Cynthia Ross.
9. Smith FH, Sapulpa, request FDIC change from Cynthia Ross to Deena Nickerson.
10. McElyea & Owens Funeral Group, LLC, Shawnee, New Establishment, McElyea & Owens Funeral Group, LLC, Owner, Michael McElyea, FDIC.

I. Crematory- **All approved**

1. Oklahoma Mortuary Trade Service, OKC, request FDIC change from Toni Blake to John Astle.
2. Green Country Cremation Center, Sapulpa, request FDIC change from Cynthia Ross to Deena Nickerson.

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. – **No New Business**

9. **Executive Director's Report**

- A. Agency Financial update- Mr. Stiles reported gross receipts for August 2021 to be \$12,917.50 with \$1,036.75 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$42,473.94 and net income after expenses totaled -\$30,593.19.
- B. Introduction of Shayne Melton, the new Investigator – Mr. Stiles welcomed the new Board Investigator, Shayne Melton. Shayne comes to the Funeral Board with 20 years of law enforcement experience from various agencies.

10. **Review by the Attorney General's Office regarding the Open Records Act, and the Open Meeting Act.** -Board Advisor Thomas Schneider provided training to the Board of the Open Meeting Act and Open Records Act.

11. Adjournment -2:00PM

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:  
**October 14, 2021. Office of Chief Medical Examiner –OKC 921 N.E. 23<sup>rd</sup> Street  
Conference Room – 1<sup>st</sup> Floor Oklahoma City, OK 73105.**