

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: April 14, 2022 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 April 8, 2022 at 1:30PM. 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 Coble, Highberger, Matherly, Sanders, and Vice were present. 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 March 10, 2022 Regular Board meeting minutes -Approved**
4. **Oklahoma Funeral Director Association Update from a Representative of OKFDA-** Mr. Pierce with OKFDA provided the following update: Mr. Phillip Hart is the OKFDA President. The 2022 convention in Norman was a success and had more attendees with more vendors although it seemed smaller due to the larger venue size. There will be a workshop with OKFDA in June.
5. **Oklahoma Insurance Department Update from a Representative of OI-** OI was present to answer questions regarding moving away from Trust funds and encouraging insurance backed pre-needs instead as they are safer for the consumer. There were no questions and there was no update since last month.
6. **Oklahoma Health Department request to provide continuing education training regarding Vital Records-** Sue Bordeaux with the Health Dept asked the Board for consideration on allowing for the Health Dept webinars to be counted as CE for licensees and for new licensees to be mandated to take the training. There was no action taken.
7. **Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action**
 - A. **Apprenticeship (Original)- All Approved**
 1. Madelynn Holuby, Henryetta, Integrity FH, Henryetta
 2. Holland Dugdale, Glenpool, McClendon-Winters, Okmulgee
 3. Marlin Giles, Skiatook, Chapman-Black FH, Cleveland
 4. Megan Thackery, Bixby, Stanleys FH, Tulsa
 5. Maliyah Casanova, Shawnee, Walker FH, Shawnee
 6. Breece Low, Edmond, Baggerley FH, Edmond
 7. Trisha Wisley, OKC, OK Cremation, OKC
 8. Kiarra Roberts, Edmond, Smith and Kernke, OKC

9. Stephanie White, Fletcher, Fletcher and Elgin FH, Fletcher (FD Only)

10. Elaina Grant, Glenpool, Schaudt FS, Glenpool

B. Apprenticeship (1st extension)- **number 1 tabled, number 2 denied, numbers 3-6 approved**

1. Andrew Haire, Vinita, Highsmith FH, Vinita

2. Andrea Landrum, Denison, Cunningham FH, Colbert

3. Chantal Hernandez, Hinton, Matthews FH, Edmond

4. Jasmine Hatton, Ada, Estes-Phillips FH, Ada

5. Leah Calaway, Ada, Estes-Phillips FH, Ada

6. Troy Wells, Sand Springs, Dillon FS, Sand Springs

C. Apprenticeship (2nd extension) -**Tabled**

1. Amberlyn Campbell, Chandler, McElyea & Owens, Shawnee

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

1. Domonique Bruner, OKC, Chapel Hill FH, OKC

E. Apprenticeship (4th extension)- **Number 1 tabled, number 2 approved**

1. Brandon Watters, Nowata, Benjamin FS, Nowata

2. Randy Brice, Muskogee, Lescher-Millsap FH, Muskogee

F. Funeral Director and/or Embalmer (Reciprocal)-**numbers 1 and 2 were tabled, numbers 3 and 4 were approved**

1. Marie Thompson, Virginia

2. Ronnie Dunn, Texas

3. Megan Dorman, Kansas

4. Joseph Campbell, Missouri

G. Funeral Director and/or Embalmer (Original)-**numbers 1 and 6 were tabled, numbers 2, 4, and 5 were approved, number 3 was denied**

1. Tammy Marshall, Cordell (FD Only)
2. Alysha Minniear, Tulsa (FD Only)
3. Breana Thomas, Atlanta
4. Amy Tolle, Purcell (FD Only)
5. Kari Harrell, Sallisaw (FD Only)
6. Paul Bruns, Edmond

H. Establishments-**All approved**

1. Howard-Harris FH, Lawton, request to change FDIC from Joe Harris to Audrey Howard-Harris second request for extension of 90 days
2. Dillon Funeral Service LLC, new establishment, Tulsa, Dillon Funeral Services LLC, Owner, Preston McCurtain, FDIC
3. Ray and Martha's Funeral Home, Anadarko, request to change FDIC from Jennice Jeter to Nelson Dougherty
4. Peters Stumpff Funeral Home, Inc., Skiatook, request to change name to Stumpff-Skiatook Cremation and Funeral Home

I. Commercial Embalming Establishments-**All were tabled**

1. Asbury Mortuary & Transport Service, Lawton request to close establishment.
2. Asbury Mortuary and Transport Service, Lawton new establishment, Asbury Services, LLC, Owner, Jeremiah Asbury, FDIC

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. **Administrative Assistant's Report**
 - A. Thentia Database Update- Rochelle Robinson provided the following update: Thentia has had a large turnover with staff and Board staff is still trying to work with them on our new database. We are constantly being reassigned new staff and are receiving little to no feedback from Thentia.
10. **Executive Director's Report**
 - A. Agency Financial Update- Mr. Stiles reported gross receipts for March 2022 to be \$10,945.00 with \$324.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,885.60 and net income after expenses totaled -\$24,265.10
 - B. 2022 Legislative Update:
 - HB 1229-By Rep. Smith allows for anyone to sell caskets without a license if they do not provide any other funeral service, made it out of committee but did not make it to the House floor, considered dead pursuant to rules,
 - HB 3359- by Speaker McCall, Funeral Board education requirement bill, made it out of Senate committee 11-0,
 - HB 3361 by Speaker McCall, Funeral Board Quorum bill, made it out of committee but did not make it to the House floor, considered dead pursuant to rules,
 - HB 3366 by Rep. Roberts, requires Driver's License numbers to be reported into ROVER for death certificates, made it out of the House and referred to Senate Committee,
 - HB 3415- by Rep. Pae, adjusts the Open Meetings Act to allow for public bodies to meet online, made it out of Senate Committee,
 - SB 1123 by Sen. Burns directs EMT's to cooperate with Medical Examiner, transport deceased persons to hospitals, this language has changed numerous times and now only adds that "responding law enforcement authorizes removal of body", passed House Committee.
11. **Matters for consideration: Executive Director**
 - A. Discussion and possible action on the employment, including a merit-based salary increase, of the Executive Director.

- B. Vote on possible executive session pursuant to 25 O.S. 2011, Section 307 (B) (1) Discussing the employment, including a merit-based salary increase, of the Executive Director.
- C. Possible action to be taken as a result of the executive session concerning the employment, including a merit-based salary increase, of the Executive Director. **The Board unanimously approved a salary increase for Mr. Stiles to \$85,000 annually and thanked Mr. Stiles for great work thus far. The Board also asked for Board staff to be placed on the May agenda for a potential salary increases as well.**

12. Adjournment -11:18AM

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **May 12, 2022. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**