

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

NOTICE OF REGULAR MEETING

**MEETING PLACE: 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:** December 8, 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 December 6, 2022 at 9:30AM. A copy of this agenda is available on the Funeral Board website at [www.ok.gov/funeral](http://www.ok.gov/funeral)

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 Corbett, Matherly, Roberts, Sanders, and Vice were present. Members Coble and Highberger were absent.
2. **Approval of the November 10, 2022 Regular Board meeting minutes** - Approved
3. **Oklahoma Funeral Director Association Update from a Representative of OKFDA**- Dustin Pierce with OKFDA provided the following update: OKFDA had 186 people that attended last minute CE in December 4 and 5<sup>th</sup>. OKFDA renewal deadline is January 31, 2023.
4. **Oklahoma Insurance Department Update from a Representative of OID**- Gloria Light is the new Funeral Home Analyst and is working through getting trust funds through the audit process. OID is also working on changing legislation to convert trusts to insurance backed products.

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

23-04 – Next of Kin Issues-Dismissed

23-07 – Providing False Information to the Board-Found PC

23-13 – Pre-Need and DC Issues-Found PC

23-18 – Next of Kin and DC Issues-Dismissed

23-23 – Body Intake Log issues- Found PC

23-25 – Messy Prep Room – 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 19-36 Amy Stittsworth Funeral Serv. & Cremation Directors, Inc., Establishment, Enid; Amy Stittsworth Funeral Serv. & Cremation Directors, Inc, Owner, Enid; William Stittsworth Jr. , FDIC, Enid. Member Vice needs to be recused. Continued to January 2023

6B. Complaint 20-39 Amy Stittsworth Funeral Serv. & Cremation Directors, Inc., Establishment, Enid; Amy Stittsworth Funeral Serv. & Cremation Directors, Inc, Owner, Enid; William Stittsworth Jr. , FDIC, Enid. Member Vice needs to be recused. Continued to January 2023

6C. Complaint 21-55 Amy Stittsworth Funeral Serv. & Cremation Directors, Inc., Establishment, Enid; Amy Stittsworth Funeral Serv. & Cremation Directors, Inc, Owner, Enid; William Stittsworth Jr. , FDIC, Enid. Member Vice needs to be recused. Continued to January 2023

## 7. Matters for consideration: Motion to Dismiss

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.

7A. Complaint 20-14 Schaudt's Glenpool Funeral Serv. & Cremation Care, Establishment, Glenpool;

Cremation Care Centers, Crematory, Glenpool; Schaudt's Glenpool Funeral Service Inc., Owner, Glenpool; Daniel Schaudt and Stephen Schaudt, FDIC, Glenpool. Member Vice needs to be recused. This Complaint was Dismissed

7B. Complaint 20-16 Schaudt's Glenpool Funeral Serv. & Cremation Care, Establishment, Glenpool; Cremation Care Centers, Crematory, Glenpool; Schaudt's Glenpool Funeral Service Inc., Owner, Glenpool; Daniel Schaudt and Stephen Schaudt, FDIC, Glenpool. Member Vice needs to be recused. This Complaint was Dismissed

7C. Complaint 23-05 Oklahoma Cremation Centers, Crematory, Glenpool; Schaudt's Family Funeral Service LLC, Owner, Glenpool; Lane Pilkington, FDIC, Okmulgee; Member Vice needs to be recused. This Complaint was Dismissed

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

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

1. Jessica Ramirez, Purcell, Wadley FS, Purcell
2. Madison Brock, Pryor, Smith & Kernke, OKC
3. Sarah Brown, Bartlesville, Stumpff FH, Bartlesville
4. Benjamin Young, Purcell, Wilson-Little FH, Purcell

**B. Apprenticeship (1st extension)- 1 was denied, 2-5 were approved**

1. Matthew Taylor, Bartlesville, Davis Family FH, Bartlesville
2. Chad Kaminski, Ada, Criswell FH, Ada
3. Yobana Cordoba, Edmond, Advantage FH, OKC
4. Mackenzie Parks, (EM Only), OKC, OMS, OKC
5. Jonathan Bland, Yukon, McNeils, Mustang

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

1. Andrew Haire, Vinita, Highsmith FH, Vinita

D. Funeral Director and/or Embalmer (Reciprocal)- **1, 3-5 were tabled, 2 was approved**

1. Kyle Dungan, Texas
2. Richard Kelley Dixon, North Carolina (EM Only)
3. Stuart Thompson, Texas
4. Desirae Davis, Iowa (EM Only)
5. April Bellotte, Texas (EM Only)

E. Funeral Director and/or Embalmer (Original)- **1, 3-4 were approved, 2, 5-6 were tabled.**

1. Cadyn Brice, Enid
2. Paige Goodman, OKC
3. Sean DeNike, McAlester (FD Only)
4. Edward Eschiti, Walters (FD Only)
5. Rulon Davis Sr, Edmond (FD Only)
6. Jennifer Pointer, Durant (FD Only)

F. Establishments-**Approved**

1. Ladusau-Evans Funeral Home, Enid request name change to Ladusau-Evans Funeral Home and Crematory

#### G. Crematories-Approved

1. McElyea & Owens Cremation Services, New Crematory, Shawnee, McElyea-Owens Funeral Group LLC, Owner, Michael McElyea, FDIC
  2. Crematory of Enid, New Crematory, Enid, Crematory of Enid, LLC, Owner, Joe Highberger, FDIC
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. **No New Business**
10. **Executive Director's Report**
- A. Agency Financial Update- **Mr. Stiles reported gross receipts for November 2022 to be \$64,370.50 with \$4,787.05 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$39,201.33 and net income after expenses totaled \$20,382.12. Staff has started receiving renewals and most individuals are able to renew online without any issues.**
11. Discussion and possible action regarding request for interpretation of **Board Rule** -Mr. Roberts asked that a committee be formed to handle rule interpretations for the upcoming year. Those committee members are Kylie Cooper AAG, Joe Highberger, Tyler Stiles, and Chad Vice.
12. **Adjournment -10:53AM**

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:  
January 12, 2023. 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.