

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: February 10, 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 February 7, 2022 at 12:30PM. 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

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 January 13, 2022 Regular Board meeting minutes -Approved

4. **Oklahoma Funeral Director Association Update from a Representative of OKFDA-** Dustin Pierce provided the following update for OKFDA. Mr. Pierce was selected as the Executive Director of OKFDA. We have set the dates for our Spring District Meetings.
District I-February 15, 2022-Ted's Oklahoma City, OK
District V & VI-February 17, 2022-Roots Café-Durant, OK
Districts III & IV-February 22, 2022-Wagg's BBQ Woodward, OK
District II-February 24, 2022-Rachel's Kitchen Choteau, OK. There will be 1 hour of CE presented with each meeting. The meeting are a few weeks early this year because Convention will be the first week of April.
Convention-Embassy Suites Hotel & Conference Center-Norman, OK. April 3-5, 2022. We will have 11 hours of CE presented.
5. **Oklahoma Insurance Department Update from a Representative of OID-** The Oklahoma Insurance Department is discussing possibly changing the option for pre-need's to be placed in a Trust and mandating new pre-needs be placed in an insurance product. Current Trust pre-needs may still be used or rolled into an insurance pre-need.
6. **Review complaints with possible vote for probable cause or other action**
 - 20-42 Unlicensed Practice/Embalming Issues/No GPL- **Dismissed**
 - 21-25 Misleading Advertisement- **Dismissed**
 - 21-35 Release of Cremated Remains to Unauthorized Person- **Found Probable Cause**
 - 21-53 Body Intake Log- **Found Probable Cause**
 - 22-19 Nonpayment Over 90 Days-**Dismissed With a Letter of Concern**
 - 22-20 Cremation Issue-**Dismissed**
 - 22-21 Fraud/Forgery/Ethics-**Dismissed**
 - 22-22 Body Intake Log- **Found Probable Cause**
 - 22-24 Body Intake Log- **Found Probable Cause**
7. **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.

7A. Complaint 22-12 Caskets of Honor By Collard Designs, Calvin; Collard Designs, Ada; Todd Collard, Candice Mentink-Collard. Member Cooper needs to be recused. -This Complaint was continued to March 10, 2022

7B. Complaint 22-18 Michael Kelly, FDIC, Norman, Jennifer Batres, Apprentice, OKC. 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: Unlicensed practice, aiding and abetting unlicensed practice, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Jointly pay Administrative Penalty of \$7,500, Kelly shall complete an addition 6 hours of Continuing Education, Batres will be on probation for 1 year after becoming licensed, and Jointly pay Costs of \$500

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

A. Apprenticeship (Original) – All Approved

1. Tara Cook, Tulsa, Dillon FS, Sand Springs

2. Skyler Watters, Nowata, Benjamin FS, Nowata
3. Kristen Crofford, Stillwater, Smith-Gallo, Guthrie
4. Zoe Nichols, OKC, Alpha and Omega, OKC
5. Miranda Bottoms, Lawton, Lawton Ritter Gray, Lawton
6. Micah Nathan, Marlow, Callaway-Smith-Cobb, Marlow
7. Landon Beavers, Duncan, Callaway-Smith-Cobb, Marlow
8. Samantha Davis, Swink, Miller & Miller FH, Hugo

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

1. Peri Moore, Norman, Tribute, Norman

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

1. Addison Ray, Clinton, Corbett, OKC

D. Funeral Director and/or Embalmer (Reciprocal)-**1 denied, 2 approved, 3 through 6 were tabled.**

1. Sheila Brisendine, Texas
2. Danilo Gatón, California
3. Marie Thompson, Virginia
4. Ronnie Dunn, Texas
5. Tristan McAuliff, Arkansas
6. Christopher Mayberry, Tennessee

E. Funeral Director and/or Embalmer (Original)- **1 was denied, 2-4 were tabled, 5 was Approved**

1. Leslie Sheppard, OKC
2. Tammy Marshall, Cordell (FD Only)

3. Brittany Stallings, OKC
4. Che'Lynn Jackson, Tulsa
5. Autumn Spurgin, Blanchard

F. Establishments- **All Approved**

1. Goodwin Funeral Chapel, Cherokee, request to close establishment
2. Arnold Moore & Neekamp Funeral Home & Cremation, Bartlesville, request to change name to Arnold Moore & Neekamp Funeral Home.
3. Ray Fransisco Embalming Service request to close establishment
4. Ray Fransisco Embalming Service, Tulsa, New Commercial Embalming Establishment, Ray Fransisco, FDIC, Southern Heritage Mortuary and Cremation Services, LLC, Owner
5. Hahn-Cook/Street & Draper request to change name to Hahn-Cook/Street & Draper Funeral Directors
6. Fletcher Funeral Home request to change name to Fletcher-Elgin Funeral Homes LLC

G. Crematory- **All Approved**

1. Funeral Director's Cremation Service request to close establishment
2. Funeral Director's Cremation Service, Tulsa, New Crematory, Ray Fransisco, FDIC, Southern Heritage Mortuary and Cremation Services, LLC, Owner

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 January 2022 to be \$153,639.00 with \$14,664.20 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$39,541.60 and net income after expenses totaled \$99,433.20.

B. 2022 Legislative Update: HB 3361 -Mr. Stiles reported that HB3361 is the Funeral Board's bill authored by Speaker McCall and has passed out of committee already.

C. Free PPE from Health Dept. - Mr. Stiles reported that Board staff has ordered 20,000 gloves and 14,000 masks from the Health Department and has already provided most of that PPE to the industry but will continue to try to order more for those funeral home's in need of PPE.

11. Review, discussion by the Board members, and possible action regarding proposed changes to the Oklahoma Funeral Board Statutes: - Mr. Highberger reported that the education committee has been meeting and moving closer together on agreeing on statute changes and will continue to meet.

A. Licensing education requirements

B. FD Only additional hours requirement

12. Review, discussion by the Board members, and possible action regarding compliance with HB1373, defining criminal records list for disqualifying applicant from licensure. -Approved the list of various crimes that could potentially disqualify an applicant from licensure. The complete list is uploaded with the Board packet and will be uploaded to the Board website.

13. Adjournment – 10:45AM

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **March 10, 2022. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**