

**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. 23<sup>rd</sup> Street Conference Room 1<sup>st</sup> 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](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**

**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**

4. Oklahoma Funeral Director Association Update from a Representative of OKFDA
5. Oklahoma Insurance Department Update from a Representative of OID
6. Review complaints with possible vote for probable cause or other action

20-42 Unlicensed Practice/Embalming Issues/No GPL

21-25 Misleading Advertisement

21-35 Release of Cremated Remains to Unauthorized Person

21-53 Body Intake Log

22-19 Nonpayment Over 90 Days

22-20 Cremation Issue

22-21 Fraud/Forgery/Ethics

22-22 Body Intake Log

22-24 Body Intake Log

#### 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.

7B. Complaint 22-18 Michael Kelly, FDIC, Norman, Jennifer Batres, Apprentice, OKC. Member Cooper needs to be recused.

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

A. Apprenticeship (Original)

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)

1. Peri Moore, Norman, Tribute, Norman

C. Apprenticeship (2nd extension)

1. Addison Ray, Clinton, Corbett, OKC

D. Funeral Director and/or Embalmer (Reciprocal)

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. Leslie Sheppard, OKC
2. Tammy Marshall, Cordell (FD Only)
3. Brittany Stallings, OKC
4. Che'Lynn Jackson, Tulsa
5. Autumn Spurgin, Blanchard

F. Establishments

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

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.

10. **Executive Director's Report**

A. Agency Financial Update

B. 2022 Legislative Update: HB 3361

C. Free PPE from Health Dept.

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

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.**

13. **Adjournment**

---

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. 23<sup>rd</sup> Street Conference Room – 1<sup>st</sup> Floor Oklahoma City, OK 73105.**