

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: January 13, 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 January 7, 2022 at 2:30PM. 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, Matherly, and Sanders were 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 December 9, 2021 Regular Board meeting minutes -**  
Approved
  
4. **Oklahoma Funeral Director Association Update from a Representative of OKFDA-** Dustin Pierce was not present but asked Mr. Stiles to provide the following update for OKFDA. OKFDA finished our membership drive for 2022 very strong. We grew our membership by 3% over the previous year and gained a handful of new firm memberships as well as 27 new individual memberships. 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. Phillip Hart will represent the association on the education committee. OKFDA is looking forward to a successful 2022 and look forward to working the Funeral Board on making Funeral Service better in Oklahoma.
  
5. **Oklahoma Insurance Department Update from a Representative of OID-**  
No Update
  
6. **Review complaints with possible vote for probable cause or other action**
  - 21-02 Non-payment Over 90 Days-**Dismissed**
  
  - 22-09 Cremation Issues- **Dismissed**
  
  - 22-12 Unlicensed Practice/Selling Caskets/Misleading Advertising - **Found Probable Cause**
  
  - 22-16 Overcharging/Death Certificates- **Dismissed**
  
  - 22-18 Unlicensed Practice- **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 22-05 Adamscrest Funeral Service, Tulsa; Adams-Crest Funeral Home and Cremation Center, LLC, Tulsa; Nick Reynolds, FDIC, Tulsa. Member Matherly needs to be recused.** The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failure to comply with the Funeral Rules of the FTC, failure to provide an accurate statement of goods, overcharging, forgery, violation of the ethics rules, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Restitution to the Victim's Compensation Fund of \$3,447, 1 year of probation, and Costs of \$1,000

**7B. Complaint 22-14 Andrea Landrum, Apprentice. Member Matherly needs to be recused.** The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: material misrepresentation, forgery, violation of the ethics rules violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following:

Landrum's Apprenticeship is canceled and she must extend her apprenticeship in February, Landrum must complete 3 quarters of apprenticeship and perform 22 additional embalmings and 16 additional funerals, 1 year of probation after becoming licensed, and Costs of \$500 to be paid in 2 months

- 7C. **Complaint 22-15 Michael Overton, Funeral Director and Embalmer, Melvin Blagg, Apprentice. Member Matherly needs to be recused.** The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: material misrepresentation, forgery, violation of the ethics rules violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$500, Overton shall not be approved to supervise apprentices, Blagg will be on probation for 1 year after becoming licensed, and 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. Whitney Horne, Mena, Bunch-Singleton FH, Broken Bow
2. Benjamin Wilbourn, Lindsay, Wilbourn Family FH, Lindsay
3. Nickolas Zyzak, OKC, Alpha and Omega, OKC
4. Rachael Ohlrich, Broken Arrow, Schaudt FS, Tulsa

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

1. Ashley King, Edmond, Chapel Hill, OKC
2. Wacee Kerr, El Reno, Wilson FH, El Reno
3. Perry Simpson, Noble, McMahans FH, Noble
4. Chad Austin, Idabel, Miller and Miller, Hugo

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

1. William Swanson, Choctaw, Crawford Family, OKC

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

1. Monica Lam, Shawnee, Smith-Parks FS, Harrah
2. Edward Eschiti, Walters, Southern Plains Mortuary, Walters

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

1. Madisyn Tolle, Purcell, Wilson Little FH, Purcell
2. Hellen Yosef, OKC, Crawford, Edmond
3. Lance Yanda, Yukon, Yanda & Son FH, Yukon

F. Apprenticeship (FD only) (1<sup>st</sup> extension)-**Approved**

1. Michael Frazier, Sr., Hugo, Mt. Olive, Hugo

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

1. Aaron Brown, Texas
2. Sheila Brisendine, Texas
3. Danilo Gatón, California
4. Ronnie Dunn, Texas

5. Tristan McAuliff, Arkansas

H. Funeral Director and/or Embalmer (Original)-1 and 4 were tabled, 2 and 3 were approved

1. Leslie Sheppard, OKC
2. James Groesbeck, Sand Springs (FD Only)
3. Stephanie Blankenship, Lindsay
4. Che'Lynn Jackson, Tulsa

I. Establishments-1 was approved and provided a 90 day exemption of the 60 mile rule, 2-9 were approved, 10 was tabled, 11-15 were approved

1. Howard-Harris FH, Lawton, request to change FDIC from Joe Harris to Audrey Howard-Harris
2. DeArman-Pickard Funeral Home of Stratford, Inc., Stratford, request to change name to DeArman Funeral Home of Stratford
3. Mobley-Groesbeck, Sand Springs, request to change FDIC from Fred Waldrop to Denise Adamson
4. Atoka Funeral Home, Atoka, request to close establishment
5. Atoka Funeral Home, Atoka; New Establishment, Brown's Funeral Service, Inc. Owner; William Stephens FDIC
6. Holmes-Coffey-Murray, Durant, request to change FDIC from Curtis Vaughn to Merle Soltis
7. Prater-Lampton-Mills & Coffey, Hugo, request to change FDIC from Brent Shain to Alan Cowley
8. Mt. Olive FH, Hugo, request to change FDIC from Brent Shain to Alan Cowley

9. Cremation Society, Tulsa, request to change name of Establishment to Cremation Society of Oklahoma
10. Arnold Moore & Neekamp Funeral Home & Cremation, Bartlesville, request to change name to Arnold Moore & Neekamp Funeral Home.
11. Roberts-Reed Culver FH, Stilwell request to change FDIC from David Roberts to Gabrielle Gray
12. Roberts & Hart FH, Westville request to change FDIC from David Roberts to Gabrielle Gray
13. Schaudt's Okmulgee FS & Cremation Care, Okmulgee, request to change FDIC from Stephen Schaudt to Lan Pilkington
14. Schaudt's Tulsa FS & Cremation Care, Tulsa, request to change FDIC from Daniel Schaudt to Alan Hall
15. John M. Ireland & Son, OKC, request to change FDIC from Josie Cleveland to Rubith Lujan

J. Crematory- **All Approved**

1. SPS Crematorium, Hugo, request to change FDIC from Brent Shain to Alan Cowley
2. Oklahoma Cremation Centers, Okmulgee, request to change FDIC from Stephen Schaudt to Lane Pilkington

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 December 2021 to be \$239,897.00 with \$23,709.70 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$33,525.49 and net income after expenses totaled \$182,661.81.

B. 2022 License Renewals update- Mr. Stiles reported that the 2022 renewal season is wrapping up and that 4 funeral homes have not renewed at this time but they claim the renewals have been mailed. Roughly 65 individuals have also yet to renew.

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

Mr. Highberger provided an update regarding a committee that he has created. The committee will meet next week and will continue to discuss the education requirements to become licensed. The committee members are: Joe Highberger, Board Member; Brent Matherly, Board Member; Tyler Stiles, Executive Director Funeral Board; Shawn Bates, Locus Grove Owner; Bart Watkins, Vici Owner; Marcus Crawford OKC Owner; John Williams MAYSVILLE Owner; Chris Ferguson CHICKASHA Employee; John Fritch UCO; North East Texas Mort School Rep; Dallas Rep; OKFDA REP Philip Hart President Elect

A. Licensing education requirements update-

B. FD Only additional hours requirement update

12. Adjournment – 10:33AM

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:  
February 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.