

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: July 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 July 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
2. Swearing in and oath of office for newly appointed Board Member
Darin Corbett of Edmond
3. 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.

4. Approval of the June 9, 2022 Regular Board meeting minutes
5. Oklahoma Funeral Director Association Update from a Representative of OKFDA
6. Oklahoma Insurance Department Update from a Representative of OID
7. Review complaints with possible vote for probable cause or other action
 - 22-23 Stealing Pre-need Funds
 - 22-27 Advertisement Issues
 - 22-31 Statement of Goods/DC Issues
 - 22-32 Rude Employee
 - 22-33 DC Issues
 - 22-34 Overcharging/DC Issues
 - 22-35 Statement of Goods/DC Issues
 - 22-36 DC Issues
 - 22-37 Pre-Need Issues
 - 22-45 Not Releasing Cremated Remains
8. Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action
 - A. Apprenticeship (Original)
 1. Billy Henry, Lawton, Lawton Ritter-Gray
 2. Kaitlin Hawkins, Stilwell, Hart FH, Tahlequah
 3. Loran Taff, OKC, Ingram, Smith & Turner, Yukon

4. Gerald Thompson, Henryetta, Integrity FH, Henryetta (FD Only)
5. Carson Garrett, Ft. Gibson, Clifford D. Garrett Family FH, Ft. Gibson
6. Camryn Garrett, Muskogee, Clifford D. Garrett Family FH, Ft. Gibson
7. Amy Kinsey, Pryor, Rice FH, Claremore
8. Megan Person, Durant, Gordon FH, Durant
9. John Irby Jr., Skiatook, Ray Fransisco Embalming Serv., Tulsa
10. Alycia Rispoli, Edmond, Matthews FH, Edmond
11. Gage Hart, Geronimo, Hart-Wyatt FH, Walters
12. Carmen Garrett, Ft. Gibson, Clifford D. Garrett Family FH, Ft. Gibson (FD Only)
13. Rachel Harris, Edmond, Smith & Kernke, OKC

B. Apprenticeship (1st extension)

1. Gatlin Scott, Bartlesville, Cremation Society, Tulsa
2. Elvis Keel, Elgin, Comanche Nation, Lawton
3. Melissa Delgado, Norman, Vondel Smith & Son Mortuary, OKC
4. Jared Johnson II, Wagoner, Shipman FH, Wagoner

C. Apprenticeship (3rd extension)

1. Brian Saunders, Grove, Worley-Luginbuel, Grove

D. Funeral Director and/or Embalmer (Reciprocal)

1. Ronnie Dunn, Texas
2. Paul Thompson, Texas (FD Only)
3. Kelsie Drake, Oregon (FD Only)

E. Funeral Director and/or Embalmer (Original)

1. Carrie Davis, Owasso (FD Only)
2. Sherry Gray, Wilson (FD Only)
3. Taylor James, OKC
4. Shayna Nicely, Newkirk

F. Establishments

1. Rice FS & Cremation Center, Claremore, request to change FDIC from Cynthia Ross to Daniel Collier

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 Interim Study HSP2077
11. Discussion and possible action regarding continuing education hours for tours of the Medical Examiner's Tulsa and OKC Offices in 2022
12. Discussion and possible action regarding seeking outside attorney and negotiate contract for outside attorney to handle Board Complaints and ending contract with Attorney General's office
13. Election of Board President for FY23
14. Election of Board Vice-President for FY23

15. Adjournment

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:
August 11, 2022. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street
Conference Room – 1st Floor Oklahoma City, OK 73105.



MINUTES OF A REGULAR MEETING

OKLAHOMA FUNERAL BOARD
3700 N. Classen, Suite 175
Oklahoma City, Oklahoma 73118

June 9, 2022

BOARD MEMBERS

Tom Coble
J. Cooper
Joe Highberger
Brent Matherly
Jim Roberts
Mike Sanders
Chad Vice

STAFF

Shayne Melton
Rochelle Covington
Tyler Stiles
Thomas Grossnicklaus, AAG
Mehry Taremi, AAG

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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 June 3, 2022 at 1:30PM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

Continuing Education credit was not provided for this meeting if attended via videoconference or telephone.

President Highberger called the meeting to order at 10:00AM. Members Coble, Cooper, Highberger, Matherly, Roberts, Sanders, and Vice were present. A quorum was always present

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.

Motion by Roberts second by Sanders to approve the May 12, 2022 Regular Board meeting minutes. The motion passed unanimously with Members Coble, Cooper, and Vice abstaining.

OKFDA provided no update.

OID provided no update.

Motion by Roberts second by Highberger to approve the following: Apprenticeship (Original) Douglas Bevill, Cleveland, Chapman-Black FH, Cleveland; Joshua King, Okmulgee, Integrity FS, Henryetta; Abby Jones, Norman, Primrose FS, Norman; Shaylee Murphree, Durant, Brown's FS, Durant; Tamela Cheadle-Lewis, Ardmore, Harvey-Douglas FH, Ardmore; Alannah Hill, MWC, Barnes Friederich FH, MWC; Shinita Anderson, Spencer, Bill Eisenhour, OKC; Daniel Ramirez, Duncan, Whitt FH, Duncan. The motion passed unanimously.

Motion by Roberts second by Highberger to table the following: Apprenticeship (1st Extension) Gatlin Scott, Bartlesville, Cremation Society, Tulsa; Elvis Keel, Elgin, Comanche Nation, Lawton. The motion passed unanimously.

Motion by Roberts second by Highberger to approve the following: Apprenticeship (1st Extension) Rulon Davis, Edmond, Resthaven, OKC; Nickolas Zyzak, OKC, Williamson-Spradlin, Wetumka; Kristen Wajda, Moore, Ingram Smith & Turner, Yukon. The motion passed unanimously.

Motion by Roberts second by Highberger to approve the following: Apprenticeship (2nd Extension) Jonathan Riley, Enid, Ladusau-Evans, Enid. The motion passed unanimously.

Motion by Roberts second by Highberger to table the following: Funeral Director and/or Embalmer (Reciprocal), Ronnie Dunn, Texas; Paul Thompson, Texas (FD Only). The motion passed unanimously.

Motion by Roberts second by Sanders to approve the following: Funeral Director and/or Embalmer (Reciprocal), Kendra Soley, Mississippi. The motion passed unanimously.

Motion by Roberts second by Highberger to approve the following: Funeral Director and/or Embalmer (Original) Becky Shupe, Tonkawa (FD Only); Michael Mosier, OKC; Daniel Collier, Claremore; Brian Saunders, Grove (FD Only); Dakota Jones, Ada; Disney Cain, Wilburton; Elizabeth Wulf, Midwest City; Monica Lam, Shawnee. The motion passed unanimously.

Motion by Roberts second by Highberger to table the following: Funeral Director and/or Embalmer (Original), Carrie Davis, Owasso (FD Only); Sherry Gray, Wilson (FD Only). The motion passed unanimously.

Motion by Roberts second by Highberger to approve the following: Establishments, Howard-Harris FH, OKC, request to change FDIC from Audrey Howard-Harris to Thelma Stevens. The motion passed unanimously.

Motion by Roberts second by Highberger to approve the following: Crematories. Ray Fransisco Embalming Service and Crematory, Tulsa, New Crematory, Southern Heritage Mortuary and Cremation Services, LLC, Owner, Ray Fransisco, FDIC. The motion passed unanimously.

No New Business was discussed

Rochelle Covington reported that the agency is now live with the online portal. There have been some bugs but for the most part those have been worked out. We have already had one applicant at the time of this report where someone was able to go through the entire application and pay online.

Executive Director's Report- Agency Financial update- Mr. Stiles reported gross receipts for May 2022 to be \$10,410.00 with \$736.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$42,572.51 and net income after expenses totaled -\$32,898.51

Motion by Roberts second by Sanders to adjourn the meeting at 10:12AM. The motion passed unanimously.

Joe Highberger
Oklahoma Funeral Board President