



## MINUTES OF A REGULAR MEETING

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

July 14, 2022

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### BOARD MEMBERS

Tom Coble  
Darin Corbett  
Joe Highberger  
Brent Matherly  
Jim Roberts  
Mike Sanders  
Chad Vice

### STAFF

Shayne Melton  
Rochelle Covington  
Tyler Stiles  
Thomas Grossnicklaus, AAG

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MEETING PLACE: MEETING PLACE: Videoconference at <https://oklahomafuneralboard.my.webex.com/meet/Funeralboard>  
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.

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](http://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, Corbett, Highberger, Matherly, Roberts, and Sanders were present. Member Vice was not 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 Highberger to approve the June 9, 2022 Regular Board meeting minutes. The motion passed unanimously.

OKFDA was unable to attend the meeting but Mr. Pierce asked Mr. Stiles to provide the following update regarding 2022 Fall District Meetings: We will be having Four District Meetings:

District I-September 20<sup>th</sup>: Iron Star BBQ Oklahoma City

District II: September 22<sup>nd</sup>: El Patron Cocina Mexicana 41<sup>st</sup> and Yale Tulsa, OK

District III & IV: September 27<sup>th</sup>: White Dog Hill Clinton, OK

District V & VI: September 29<sup>th</sup>: Fish Tales Tishomingo, OK

We will provide 1 hour of CE cost will be \$30/person

RSVP by emailing [info@okfda.com](mailto:info@okfda.com), text 405-843-0730, or call 405-843-0730.

OID provided no update.

Motion by Highberger second by Roberts to dismiss for lack of jurisdiction on complaint 22-23 regarding stealing pre-need funds. The motion passed unanimously.

Motion by Highberger second by Coble to dismiss complaint 22-27 regarding advertising issues. The motion passed unanimously.

Motion by Highberger second by Corbett to dismiss complaint 22-31 regarding Statement of Goods/DC issues. The motion passed unanimously.

Motion by Matherly second by Highberger to dismiss complaint 22-32 regarding rude employee. The motion passed unanimously.

Motion by Highberger second by Coble to dismiss complaint 22-33 regarding death certificate issues. The motion passed unanimously.

Motion by Highberger second by Roberts to dismiss complaint 22-34 regarding Overcharging/DC Issues issues. The motion passed unanimously.

Motion by Highberger second by Matherly to dismiss complaint 22-35 regarding Statement of Goods/DC issues. The motion passed unanimously.

Member Sanders left the room.

Motion by Highberger second by Coble to dismiss complaint 22-36 regarding death certificate issues. The motion passed unanimously with member Sanders not in the room and did not vote.

Member Sanders reentered the room.

Motion by Matherly second by Highberger to dismiss complaint 22-37 regarding pre-need issues. The motion passed unanimously.

Motion by Highberger second by Roberts to dismiss complaint 22-45 regarding not releasing cremated remains. The motion passed unanimously.

Motion by Matherly second by Roberts to approve the following: Apprenticeship (Original) Billy Henry, Lawton, Lawton Ritter-Gray; Kaitlin Hawkins, Stilwell, Hart FH, Tahlequah; Gerald Thompson, Henryetta, Integrity FH, Henryetta (FD Only); Carson Garrett, Ft. Gibson, Clifford D. Garrett Family FH, Ft. Gibson; Camryn Garrett, Muskogee, Clifford D. Garrett Family FH, Ft. Gibson; Amy Kinsey, Pryor, Rice FH, Claremore; Megan Person, Durant, Gordon FH, Durant; John Irby Jr., Skiatook, Ray Fransisco Embalming Serv., Tulsa; Alycia Rispoli, Edmond, Matthews FH, Edmond; Gage Hart, Geronimo, Hart-Wyatt FH, Walters; Carmen Garrett, Ft. Gibson, Clifford D. Garrett Family FH, Ft. Gibson (FD Only); Rachel Harris, Edmond, Smith & Kernke, OKC. The motion passed unanimously.

Motion by Matherly second by Matherly to deny the following: Apprenticeship (Original): Loran Taff, OKC, Ingram, Smith & Turner, Yukon

Motion by Matherly second by Highberger to deny the following: Apprenticeship (1<sup>st</sup> Extension) Gatlin Scott, Bartlesville, Cremation Society, Tulsa;. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (1<sup>st</sup> Extension) Elvis Keel, Elgin, Comanche Nation, Lawton; Melissa Delgado, Norman, Vondel Smith & Son Mortuary, OKC; Jared Johnson II, Wagoner, Shipman FH, Wagoner. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (3<sup>rd</sup> Extension) Brian Saunders, Grove, Worley-Luginbuel, Grove. The motion passed unanimously.

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

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Reciprocal), Paul Thompson, Texas (FD Only); Kelsie Drake, Oregon (FD Only). The motion passed unanimously.

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

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original) Sherry Gray, Wilson (FD Only); Taylor James, OKC. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Funeral Director and/or Embalmer (Original), Shayna Nicely, Newkirk. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Establishments, Rice FS & Cremation Center, Claremore, request to change FDIC from Cynthia Ross to Daniel Collier. The motion passed unanimously.

No New Business was discussed

Executive Director's Report- Agency Financial update- Mr. Stiles reported gross receipts for June 2022 to be \$7,595.00 with \$759.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$33,275.99 and net income after expenses totaled -\$26,440.49

Executive Director's Report -2022 Interim Study HSP2077-Mr. Stiles reported that Rep. Smith filed an interim study regarding caskets designed and manufactured in Oklahoma. Board staff will monitor the date of this study and attend. Board members were requested to send Mr. Stiles their concerns and questions regarding the study.

Motion by Highberger second by Sanders for continuing education hours for tours of the Medical Examiner's Tulsa and OKC Offices in 2022The Board approved 1 hour of CE. The dates are as follows: OKC office at 3:30PM: 8/17/22, 9/13/22, 10/20/22. Tulsa office at 4PM: 8/18/22, 8/24/22, 8/30/22, 9/12/22, 9/13/22. The motion passed unanimously.

Motion by Corbett second by Coble for staff to begin seeking outside attorney and negotiate contract for outside attorney to handle Board Complaints and ending contract with Attorney General's office. The motion passed unanimously.

Motion by Highberger second by Sanders to elect Mr. Roberts as the Funeral Board President. The motion passed unanimously with member Roberts abstaining.

Motion by Sanders second by Corbett to elect Mr. Matherly as the Funeral Board Vice-President. The motion passed unanimously.

Motion by Roberts second by Coble to adjourn the meeting at 10:45AM. The motion passed unanimously.

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Joe Highberger  
Oklahoma Funeral Board President