



## MINUTES OF A REGULAR MEETING

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

June 9, 2022

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### 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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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 June 3, 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, 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 (1<sup>st</sup> 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 (1<sup>st</sup> 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 (2<sup>nd</sup> 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.

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Joe Highberger  
Oklahoma Funeral Board President