

**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: March 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 March 4, 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)

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, Roberts, Sanders, and Vice were present, Member Coble was not present. A quorum was always 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 February 10, 2022 Regular Board meeting minutes -**  
Approved
4. **Approval of the February 23, 2022 Special Board meeting minutes -**  
Approved
5. **Oklahoma Funeral Director Association Update from a Representative of OKFDA-**Dustin Pierce with OKFDA updated the board that the Spring district meetings have concluded and thanked Mr. Stiles for bringing PPE to the meetings for licensees. Convention will be the first week of April. Located at Embassy Suites Hotel & Conference Center-Norman, OK, April 3-5, 2022 will have 11 hours of CE presented.
6. **Oklahoma Insurance Department Update from a Representative of OID-**OID provided the update that they are continuing talks regarding moving away from Trust funds and encouraging insurance backed pre-needs instead as they are safer for the consumer.
7. **Review complaints with possible vote for probable cause or other action**
  - 22-26 Body Intake Log Issues-Found probable cause
  - 22-28 Next of Kin Issues-Dismissed
  - 22-29 Body Removal / Death Certificates Issues-Dismissed
8. **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.

**8A. Complaint 21-53 Dowdy-Marker Funeral Home, Haskell; Marker Funeral Home, Inc., Owner, Bixby; Michael Marker, FDIC, Bixby. Member Cooper 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 maintain an up-to-date body intake log, not having the FDIC reflected on the Body Intake Log, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$250 and Costs of \$250.

**8B. Complaint 22-12 Caskets of Honor By Collard Designs, Calvin; Collard Designs, Ada; Todd Collard, Candice Mentink-Collard. Member Cooper needs to be recused.** The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: false or misleading advertising, material misrepresentation, violation of the Funeral Service Licensing Act. The terms consisted of the following: Administrative Penalty of \$4,000. Respondents agree to change their advertising to properly reflect that they sell to funeral homes and the public may purchase the casket through licensed funeral homes, and Costs of \$700.

8C. **Complaint 22-22 Wilson Funeral Home, Pond Creek, Mary Ann Wilson, Owner, Pond Creek; Steven L. Wilson, FDIC, Pond Creek. 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 maintain an up-to-date body intake log, not having the FDIC reflected on the Body Intake Log, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$500 and Costs of \$250.

8D. **Complaint 22-24 House of Winn Funeral Home, Okmulgee; House of Winn Funeral Home, Inc., Owner, Muskogee; Edward Winn I, FDIC, Muskogee. Member Highberger 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 maintain an up-to-date body intake log, not having the FDIC reflected on the Body Intake Log, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$250 and Costs of \$250.

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

A. **Apprenticeship (Original)-Approved**

1. Kaylie Evans, Sapulpa, Green Hill FH, Sapulpa

B. Apprenticeship (1st extension)- **1 and 4 were tabled, 2 and 3 were approved**

1. Andrew Haire, Vinita, Highsmith FH, Vinita
2. Joseph Campbell, Talihina, McCarn FS, Talihina
3. Conner Brown, Wellston, Brown's Family FH, McCloud
4. Andrea Landrum, Denison, Cunningham FH, Colbert

C. Apprenticeship (3rd extension) - **Approved**

1. Jennifer Pointer, Durant, Holmes-Coffey-Murray, Durant

D. Apprenticeship (4th extension)-**1 was tabled, 2 and 3 were approved**

1. Brandon Watters, Nowata, Benjamin FS, Nowata
2. Jackie Burch, Antlers Serenity FS, Antlers
3. Daniel Collier, Claremore, Rice FS, Claremore

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

1. Clint Barker, Tulsa, Rice FS, Claremore
2. Erin Riley, Shawnee, Walker FS, Shawnee
3. Michael Parks, OKC, Heritage FH, OKC

F. Funeral Director and/or Embalmer (Reciprocal)- **Numbers 1, 2, 5, and 6 were tabled, 3 was denied, 4 was approved**

1. Marie Thompson, Virginia
2. Ronnie Dunn, Texas
3. Tristan McAuliff, Arkansas
4. Christopher Mayberry, Tennessee
5. Megan Dorman, Kansas

6. Joseph Campbell, Arkansas

G. Funeral Director and/or Embalmer (Original)-**Numbers 1, 4, and 5 were tabled, 2 and 3 were approved**

1. Tammy Marshall, Cordell (FD Only)
2. Brittany Stallings, OKC
3. Che'Lynn Jackson, Tulsa
4. Alysha Minniear, Tulsa (FD Only)
5. Breana Thomas, Atlanta

H. Establishments- **Numbers 1, 2, 4, and 5 were approved, 3 was tabled**

1. Neptune Society, Edmond, request to change FDIC from Angela Bynum to Jeremy Sparks
2. Bunch-Singleton FH, Broken Bow, request to change FDIC from Joshua Capuano to David White
3. Dillon Funeral Service LLC, new establishment, Tulsa, Dillon Funeral Services LLC, Owner, Preston McCurtain, FDIC
4. CremationCare+, Tulsa, request to change FDIC from Rex Whitetree to Danilo Gaton
5. Rice Funeral Service & Cremation Care +, Catoosa, request to change FDIC from Rex Whitetree to Danilo Gaton

10. **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**

11. **Executive Director's Report**

- A. Agency Financial update- Mr. Stiles reported gross receipts for February 2022 to be \$15,725.00 with \$617.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$38,174.05 and net income after expenses totaled -\$23,066.55
  
- B. 2022 Legislative Update: HB 1229- by Rep. Smith, allows for anyone to sell caskets without a license if they do not provide any other funeral service, made out of committee; HB 3359-by Speaker McCall, Funeral Board education requirement bill, made out of committee 8-0; HB 3361- by Speaker McCall, Funeral Board Quorum bill, made out of committee; HB 3366- by Rep. Roberts, requires Driver's License numbers to be reported into ROVER for death certificates, made out of committee.

Mr. Highberger wants to thank those that participated in the education committee for the Funeral Board in regards to HB 3359. Those 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; Erin Wilson, Dallas Rep; Brian Mullins, Dallas Rep; OKFDA REP Philip Hart President Elect.

## 12. Adjournment – 10:53AM

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **April 14, 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.**