

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: May 12, 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 May 6, 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. 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 April 14, 2022 Regular Board meeting minutes

4. Oklahoma Funeral Director Association Update from a Representative of OKFDA
5. Oklahoma Insurance Department Update from a Representative of OID
6. Oklahoma Health Department request to provide continuing education training regarding Vital Records, discussion and possible action to approve continuing education for training
7. Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action

A. Apprenticeship (Original)

1. Amy Ary, McLoud, Bill Eisenhour, OKC
2. Payton Mason, OKC, OK Cremation, OKC
3. Madisyn Tolle, Purcell, Wilson Little FH, Purcell
4. Matthew Taylor, Bartlesville, Stumpff FH, Bartlesville
5. Darin Haddox, Claremore, MMS Payne, Claremore
6. Jordan Longest, Ringling, Alexander Gray FH, Wilson
7. Braden Johnson, Fox, Alexander Gray FH, Wilson
8. Joshua Smith, Guthrie, Mercer-Adams, Bethany
9. Brittany Rosser, Tulsa, Serenity, Tulsa
10. Melissa Bates, Locust Grove, Locust Grove FH, Locust Grove

B. Apprenticeship (1st extension)

1. Andrew Haire, Vinita, Highsmith FH, Vinita
2. Heidi Mullings, Glenpool, Schaudt FS, Glenpool (FD Only)

C. Apprenticeship (2nd extension)

1. Amberlyn Campbell, Chandler, McElyea & Owens, Shawnee

D. Apprenticeship (3rd extension)

1. Glenn Palmer-Roberts, Yukon, Bill Merritt FS, Bethany
2. Breanne Strawn, Piedmont, Ingram Smith & Turner, Yukon

E. Apprenticeship (4th extension)

1. Brandon Watters, Nowata, Benjamin FS, Nowata

F. Funeral Director and/or Embalmer (Reciprocal)

1. Marie Thompson, Virginia
2. Ronnie Dunn, Texas
3. Paul Thompson, Texas (FD Only)

G. Funeral Director and/or Embalmer (Original)

1. Tammy Marshall, Cordell (FD Only)
2. Paul Bruns, Edmond
3. Rachel Norman, Broken Arrow (FD Only)
4. Becky Shupe, Tonkawa (FD Only)
5. Carrie Davis, Owasso (FD Only)

H. Establishments

1. Bunch-Singleton Funeral Home, Broken Bow, request to change FDIC from David White to Brian Brumley
2. Powell FH, Hominy, request to close establishment
3. Powell Funeral Service and Cremation, Hominy, New Establishment, Poteet Funeral Home and Cremation Services, Inc., Owner, Brian Torres, FDIC
4. Pollard FH, Guthrie, request to close establishment

5. Alternatives Cremation & Funeral Service, Cordell, request to close establishment
6. Alternatives Cremation & Funeral Service, Oklahoma City, New Establishment, Varner Professional Services, LLC, Owner, Richard Varner, FDIC
7. McKay Davis FH, OKC, request to change FDIC from Venita Elmore to Johnnie Swanson
8. Neptune Society, Edmond, request to change FDIC from Jeremy Sparks to Matthew Boydston

I. Commercial Embalming Establishments

1. Asbury Mortuary & Transport Service, Lawton request to close establishment.
2. Asbury Mortuary and Transport Service, Lawton new establishment, Asbury Services, LLC, Owner, Jeremiah Asbury, FDIC

J. Crematories

1. Ray Fransisco Embalming Service and Crematory, Tulsa, New Crematory, Southern Heritage Mortuary and Cremation Services, LLC, Owner, Ray Fransisco, FDIC

8. **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.
9. **Administrative Assistant's Report**
 - A. Thentia Database Update
10. **Investigator's Report**
 - A. Complaint Summary Update for FY21 and FY22 Complaints
11. **Executive Director's Report**
 - A. Agency Financial Update

B. 2022 Legislative Update: HB 3359, HB 3415

12. Matters for consideration: Investigator and Administrative Assistant

A. Discussion and possible action on the employment, including a merit-based salary increase, of the Investigator and Administrative Assistant.

B. Vote on possible executive session pursuant to 25 O.S. 2011, Section 307 (B) (1) Discussing the employment, including a merit-based salary increase, of the Investigator and Administrative Assistant.

C. Possible action to be taken as a result of the executive session concerning the employment, including a merit-based salary increase, of the Investigator and Administrative Assistant.

13. Adjournment

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: June 9, 2022. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.