



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

August 10, 2023

BOARD MEMBERS

Tom Coble
Darin Corbett
Glenn Dunn
John Davenport
Joe Highberger
Brent Matherly
Jim Roberts

STAFF

Rochelle Covington
Tyler Stiles
Dustin Watters
Kylie Cooper, AAG
Liz Stevens, AAG

MEETING PLACE: MEETING PLACE:

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.

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 August 7, 2023 at 9:00AM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

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

Motion by Highberger second by Davenport to approve the July 13, 2023 Regular Board meeting minutes. The motion passed unanimously with member Matherly abstaining.

Ronnie Dighton with OKFDA reported that the NFDA Convention will be September 10-13, the Fall district meetings will be the first, second, and third weeks of October, celebrant training is in November and more information can be found on the OKFDA website.

The Oklahoma Insurance Department did not provide an update.

John Keath and Brandon Welch, licensed funeral directors from Kansas, reported that the funeral director assistant license has helped Kansas over the years and recommend that Oklahoma introduce that as an option to help funeral homes that need help and to give the licensed staff a break. Assistants can meet with families and work services but cannot embalm. They are tied to a licensee and if the assistant violates Board rules/statutes, then the licensee and the FDIC both get in trouble by the Board. In Kansas, the assistant only needs to take a law exam and does not need any mortuary school.

Motion by Roberts second by Coble to dismiss complaint 21-30 regarding Embalming Issues. The motion passed unanimously.

Motion by Highberger second by Davenport to dismiss complaint 21-35 regarding Next of Kin Issues. The motion passed unanimously.

Motion by Highberger second by Davenport to dismiss complaint 23-61 regarding Unsatisfactory Service with a letter of concern. The motion passed unanimously.

Motion by Roberts second by Coble to dismiss complaint 23-63 regarding Vendor Payment Issues with a letter of concern. The motion passed unanimously.

Motion by Roberts second by Coble to find probable cause on complaint 23-66 regarding Body Intake Log Issues. The motion passed unanimously.

Motion by Coble second by Davenport to dismiss complaint 23-69 regarding Overcharging. The motion passed unanimously.

Motion by Highberger second by Dunn to find probable cause on complaint 23-70 regarding Body Intake Log Issues. The motion passed unanimously.

Motion by Highberger second by Roberts to find probable cause on complaint 23-71 regarding Prepaid Funeral Benefit Issues. The motion passed unanimously.

Motion by Highberger second by Matherly to find probable cause on complaint 23-72 regarding Vendor Payment Issues. The motion passed unanimously.

Motion by Roberts second by Matherly to dismiss complaint 23-73 regarding Public Health Concerns. The motion passed unanimously.

Motion by Coble second by Davenport to dismiss complaint 23-74 regarding Next of Kin. The motion passed unanimously.

Motion by Highberger second by Matherly to find probable cause on complaint 23-75 regarding Body Intake Log Issues, Casket Issues. The motion passed unanimously.

Motion by Roberts second by Highberger to table complaint 24-01 regarding Next of Kin. The motion passed unanimously.

Motion by Coble second by Highberger to dismiss complaint 24-02 regarding Body Intake Log Issues with a letter of concern. The motion passed unanimously.

Regarding the matters for consideration: Motion to Enforce Consent Order, Order Regarding Motion to Enforce, or Scheduling Order: Complaint 22-15 Brown's Durant Funeral Service & Crematory, Durant, Michael Overton, Durant, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Dunn, Highberger, and Matherly heard the case. Member Matherly was recused from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Highberger second by Corbett to accept the consent order. The consent order consisted of the following: The agreed violations were: violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$500, Overton shall be prohibited from supervising apprentices and will relinquish his funeral director license if found supervising apprentices, 6 additional hours of CE, and \$500 costs. The motion passed unanimously

Matherly reentered the room.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-13 Baggerley Funeral Home, Edmond, SCI Oklahoma Funeral Service Inc, Owner. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Dunn, Highberger, and Matherly heard the case. Member Roberts was recused from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Highberger second by Davenport to accept the consent order. The consent order consisted of the following: The agreed violations were: violation of right to control one's disposition, failing to file a death certificate in a timely manner, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$1,500, restitution of \$1,193.50, costs of \$500. The motion passed unanimously.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-58 Palmer-Marler Funeral Home, Cushing, Ironwood Funeral Group LLC, Cushing, Riley Castor, FDIC, Agra. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Dunn, and Highberger heard the case. Member Roberts was recused from the case and he left the room. Member Matherly recused himself from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Highberger second by Coble to accept the consent order. The consent order consisted of the following: The agreed violations were: failure maintain an updated 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. The motion passed unanimously.

Members Matherly and Roberts reentered the room.

Motion by Roberts second by Coble to approve the following: Apprenticeship (Original) Tyler Smith, Tulsa, Bixby-South Tulsa, Bixby. The motion passed unanimously.

Motion by Highberger second by Roberts to table the following: Apprenticeship (Original) Ariana Stevens-Mujica, Noble, Cruz Family FH, OKC. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (Original) Molly Moore, Norman, OMS, OKC; Brittany Brown, OKC, Bill Eisenhour FH, OKC; Chelsea Raymond, Yukon, Hahn-Cook, OKC. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Apprenticeship (1st Extension). Tara Cook, Tulsa, Dillon FS, Tulsa. The motion passed unanimously

Motion by Matherly second by Highberger to approve the following: Apprenticeship (1st Extension). Tamela Cheadle-Lewis, Ardmore, Harvey-Douglas FH, Ardmore. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Apprenticeship (1st Extension). Kammi Robinson-Snodgrass, Lone Grove, Craddock, Ardmore. The motion passed unanimously

Motion by Matherly second by Highberger to approve the following: Apprenticeship (1st Extension). Jonathan Broce, Bethany, Memorial Park, OKC; Gage Hart, Geronimo, Hart-Wyatt FH, Walters. The motion passed unanimously

Motion by Matherly second by Highberger to approve the following: Apprenticeship (2nd Extension). Melissa Delgado, Norman, Havenbrook, Norman. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Funeral Director and/or Embalmer (Reciprocal), Stuart Thompson, Texas; Rodney Ford, Texas; Georgia Brasier, Texas. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original) Shelby Schrader, Broken Bow (FD Only); Jordyn Coulson, Stillwater; Hillary Hatchett, OKC; Gerald Thompson, Henryetta (FD Only); Landis Thompson, Cushing. The motion passed unanimously.

Motion by Matherly second by Coble to table the following: Funeral Director and/or Embalmer (Original), Morghane Gonzalez, OKC. The motion passed unanimously.

Motion by Matherly second by Highberger to deny 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) Daysha Ross, Stilwell (EM Only). The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Establishments, Stumpff-Barnsdall FH, Barnsdall, request to change FDIC

from Kendra Soley to Paul Bruns; Stumpff-Nowata FH, Nowata, request to change FDIC from Scott Holz to Kendra Soley; Stumpff FH & Crematory, Bartlesville, request to change FDIC from Scott Holz to Kendra Soley; County Cremation Service, Ponca City, request to change FDIC from Shayna Coon to Brian Friend. The motion passed unanimously.

Motion by Matherly second by Coble to approve the following: Crematories-AE Cremation Services, Shawnee, New Crematory, AE Cremation Services LLC, Shawnee, Owner, Donald Tramel, Shawnee, FDIC; Regional Cremation Service Bartlesville, request to change FDIC from Scott Holz to Kendra Soley. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for July 2023 to be \$8,412.50 with \$831.25 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$39,209.13 and net income after expenses totaled -\$31,627.88.

International Conference National Exam Statistics Update -Mr. Stiles reported that The International Conference provided statistics for the National Exams. Between January 1, 2023 and June 30, 2023, the pass rate for first time takers for the Arts Exam was 79% and 68% for the Science Exam. UCO was 71% pass rate for the Arts and 60% for the Science Exam for first time takers

Licensing Statistics Update -Mr. Stiles reported that in 2017, there were 86 apprentices, 1012 embalmers, and 1067 funeral directors. Prior to the August 2023 meeting, there were 137 apprentices, 1008 embalmers, and 1083 funeral directors. The biggest age range for apprentices is between 21-30 with 64 apprentices in that range. The biggest age ranges for funeral director and embalmers are between 51-60.

Motion by Highberger second by Roberts to approve Continuing Education hours for tour of the Medical Examiner's Tulsa and OKC offices in 2023.

The dates and times are:

OKC

Tuesday, October 24, 3:30PM

Thursday, November 9, 8:30 AM

Tuesday, November 14, 3:30PM

Wednesday, November 29, 3:30PM

Wednesday, December 20, 3:30PM

Tulsa

Wednesday, October 18, 3:30PM

Thursday, November 30, 3:30PM

Tuesday, December 5, 3:30PM

Tuesday, December 19, 3:30PM

Motion by Highberger second by Davenport to adjourn the meeting at 11:17AM. The motion passed unanimously.

Jim Roberts

Oklahoma Funeral Board President