

OKLAHOMA FUNERAL BOARD
3700 North Classen Blvd, Suite 175
Oklahoma City, Oklahoma 73118

NOTICE OF REGULAR MEETING

**MEETING PLACE: Office of Chief Medical Examiner OKC, 921 N.E. 23rd Street
Conference Room 1st Floor Oklahoma City, OK 73105.**

DATE & TIME: July 13, 2023 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 July 10, 2023 at 10:00AM. A copy of this agenda is available on the Funeral Board website at www.oklahoma.gov/funeral

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. Swearing in and oath of office for newly appointed Board Member
John Davenport of Norman
3. Approval of the June 8, 2023 Regular Board meeting minutes
4. Oklahoma Funeral Director Association Update from a Representative of OKFDA, with possible discussion
5. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
6. Review complaints with possible vote for probable cause or other action

23-16 Vendor Payment Issues

23-52 Body Intake Log Issues

23-53 Preneed Benefit Issues

23-55 Death Certificate Issues

23-57 Preneed Benefit Issues

23-58 Body Intake Log Issues

23-59 Preneed Benefit Issues

23-60 Unlicensed Practice

23-62 Unlicensed Practice

23-64 Vendor Payment Issues

23-65 Vendor Payment Issues

23-67 Body Intake Log Issues

23-68 Crematory Log Issues

7. Matters for consideration: Motion to Enforce Consent Order, Order Regarding Motion to Enforce, 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.

**7A. Complaint 22-15 Brown's Durant
Funeral Service & Crematory, Durant,
Michael Overton, Durant, FDIC.
Member Matherly needs to be recused.**

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 23-54 Hartwell Funeral
Home, Tishomingo, Staci Hartwell-
Helm, Tishomingo, FDIC, Grove &
Hartwell Inc, Tishomingo, Owner.
Member Highberger needs to be
recused.**

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

A. Apprenticeship (Original)

- 1. Rodd Wood, Shawnee, McElyea and Owens, Shawnee
- 2. John Rainey, Idabel, Nunley's FH, Idabel(FD Only)

3. Kari Norberto, Lawton, Comanche Nation FH, Lawton
4. Tyler Robbins, Bartlesville, Davis Family FH, Bartlesville
5. Madelyn Gray, Kremlin, Anderson-Burriss FH, Enid

B. Apprenticeship (1st extension)

1. Theodore Jones, Chelsea, DeLozier FS, Chelsea
2. Tara Cook, Tulsa, Dillon FS, Tulsa
3. Carson Garrett, Fort Gibson, Clifford D Garrett FH, Muskogee
4. Camryn Garrett, Muskogee, Clifford D Garrett FH, Muskogee
5. Alycia Rispoli, Tulsa, Green Hill FH, Sapulpa
6. Abby Jones, Norman, Primrose, Norman
7. Matthew Taylor, Bartlesville, Moore FH, Tulsa
8. Kaitlin Hawkins, Stilwell, Hart FH, Tahlequah

C. Apprenticeship (2nd extension)

1. Elvis Keel, Elgin, Whinery-Huddleston FS, Lawton
2. Heidi Mullings, Bixby, Schaudt FS, Tulsa (FD Only)

D. Funeral Director and/or Embalmer (Reciprocal)

1. Stuart Thompson, Texas
2. Timothy Plunk, Tennessee
3. Rodney Ford, Texas
4. Jason Dickinson, Tennessee

E. Funeral Director and/or Embalmer (Original)

1. Tyler Johnson, Commerce (FD Only)

2. Shelby Schrader, Broken Bow (FD Only)
3. Randy Brice, Muskogee (EM Only)
4. Katelin Love-Clements, Spencer (EM Only)
5. Jordyn Coulson, Stillwater

F. Establishments

1. Kester Family Funeral Service, LLC, Stilwell, New Establishment, Kester Family Funeral Service, LLC, Owner, Brian Kester, Tahlequah, FDIC
2. Holt Funeral & Cremation, Poteau, New Establishment, Holt Funeral & Cremation, LLC, Poteau, Owner, Tracy Holt, Poteau, FDIC
3. Ray Fransisco Embalming Service, Tulsa, request to change FDIC from Ray Fransisco to Jimmy Beggs
4. Affordable Cremation Service, OKC, request to change FDIC from Lyndel Hamilton to Monica Kroier
5. Oklahoma Mortuary Trade Service, LLC, OKC, request to change FDIC from John Astle to Kylie Niedziela

G. Crematories

1. Cremations of the Wichitas, Lawton, New Crematory, Asbury Services, LLC, Geronimo, Owner, Jeremiah Asbury, Geronimo, FDIC
2. AE Cremation Services, Shawnee, New Crematory, AE Cremation Services LLC, Shawnee, Owner, Donald Tramel, Shawnee, FDIC
3. Ray Fransisco Embalming Service & Crematory, Tulsa, request to change FDIC from Ray Fransisco to Jimmy Beggs

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.
11. **Executive Director's Report**
 - A. Agency Financial Update
12. **Attorney General's office update: presentation and possible discussion on the Open Meeting Act, Open Records Act, and public Official Ethics**
13. **Election of Board President for FY24**
14. **Election of Board Vice-President for FY24**
15. **Adjournment**

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:
**August 10, 2023. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street
Conference Room – 1st Floor Oklahoma City, OK 73105.**