

**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. 23<sup>rd</sup> Street Conference Room 1<sup>st</sup> Floor Oklahoma City, OK 73105.**

DATE & TIME: October 12, 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 October 11, 2023 at 8:30AM. A copy of this agenda is available on the Funeral Board website at [www.oklahoma.gov/funeral](http://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](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 Coble, Corbett, Davenport, Dunn, Highberger, Matherly, and Roberts were present.
2. **Approval of the September 14, 2023 Regular Board meeting minutes -**  
Approved
3. **Oklahoma Funeral Director Association Update from a Representative of OKFDA, with possible discussion-** Dustin Pierce with OKFDA reported that OKFDA membership drive will be sent out this week, the OKFDA convention will take place in March instead of April, a Women's Conference will be held in July 2024.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion-** No update

**Lifeshare Update from a Representative of Lifeshare, with possible discussion-** Jeff Legg with Lifeshare reported that Lifeshare offers reimbursement because no family nor a funeral home should have to incur any expenses. They are working with nursing homes to have Lifeshare's information on their paperwork so it does

not have to be collected at the time of death and delay any of the process between the nursing homes and the funeral homes. \$110.00 - Removal Fee  
\$1.90 per loaded mile - Transport to and from the funeral home (when located outside of OKC metro area)  
\$25.00 - Placing ice on the body at the request of LifeShare (when refrigeration is unavailable)  
\$200.00 - Reconstruction when the only tissue recovered is skin  
\$300.00 - Reconstruction when bone tissue is recovered. Either by itself or in conjunction with other tissues such as skin, nerves, heart, etc ...

## 5. 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.

**6A. Complaint 23-70 Turner Funeral Home-Geary, Geary, Turner Funeral Home Ent. Inc., Owner, Hinton, Kori Turner, FDIC, Hinton. Member Davenport needs to be recused.**  
The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failing to maintain a completed 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.

**6B. Complaint 23-71 Henninger-Hinson Funeral Home Inc, Enid, Henninger-Allen Funeral Home Inc, Owner, Matt Hinson, Enid, FDIC. Member Roberts needs to be recused.** The

Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: failing to comply with the requirements of the Insurance Department relating to pre-need funeral arrangements, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$500.

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

**A. Apprenticeship (Original)-1-9 were approved, 10 was tabled, 11 was approved**

1. Ariana Stevens-Mujica, Noble, Advantage F&CS, OKC
2. Kloie Clegg, Bartlesville, Rice FS, Claremore
3. Rylan McPeak, Idabel, Miller & Miller FH, Hugo
4. Colton Morgan, Duncan, Whitt FH, Duncan
5. McKalynn Pitchford, Guthrie, Matthews FH, Edmond
6. Mekailyn Boice, Duncan, Whitt FH, Duncan
7. Charles Sorrell, Bethany, OMS, OKC
8. Kristen Wajda, Moore, Moore F&CS, Moore (FD only)
9. Rachael Landreville, Broken Arrow, Ford FS, MWC
10. Hannah Lambert, Ardmore, Smith & Kernke FH, OKC
11. Breanne Strawn, Piedmont, Ingram, Smith & Turner, Yukon (FD only)

**B. Apprenticeship (1st extension) 1 was tabled, 2- 6 were approved**

1. Kammi Robinson-Snodgrass, Lone Grove, Craddock, Ardmore
2. Riley Caple, Catoosa, Butler-Stumpff & Dyer FH, Tulsa (FD Only)
3. Karley Page, Muskogee, Bixby- South Tulsa FS, Bixby

4. Kenslie Villoni, Tulsa, Floral Haven, Broken Arrow
5. Tierrika Hutton, OKC, Chapel Hill, OKC
6. Caitlin Snell, Rose, Shipman's F&CS, Pryor (FD Only)

C. Apprenticeship (2<sup>nd</sup> Extension) – **1 was tabled, 2- 6 were approved**

1. Chad Kaminski, Ada, Criswell FH, Ada
2. Graciela Guillen, Woodward, Billings FH, Woodward
3. Samantha Davis, Swink, Miller & Miller FH, Hugo
4. Benjamin Wilbourn, Wilbourn Family FH, Lindsay
5. Mathew Burch, Antlers, Serenity FS, Antlers
6. Taylor Harris, Edmond, Buchanan FS, OKC

D. Funeral Director and/or Embalmer (Reciprocal)- **1-3 were tabled, 4 was approved, 5 was tabled**

1. Stuart Thompson, Texas
2. Rodney Ford, Texas
3. Georgia Brasier, Texas (EM only)
4. Vonda Gifford, Arkansas
5. James Walker, Texas (FD only)

E. Funeral Director and/or Embalmer (Original) **1-5 were approved, 6 was tabled, 7-8 were approved**

1. Alannah Hill, Midwest City
2. Mackenzie Parks, Oklahoma City
3. Melissa Delgado, Norman
4. Kylee Vaughan, Stilwell (FD only)
5. Samantha Davis, Swink (FD only)

6. Skyler Watters, Nowata (FD only)
7. Payton Pacholski, Oklahoma City
8. Zoe Nichols, Oklahoma City

F. Establishments- **All Approved**

1. Roberts & Son FH, Blackwell, request to change FDIC from Heidi Greve to James Roberts
2. Kincannon FH, Altus, request to change FDIC from Robert Gable to Gary Kincannon
3. Kincannon FH, El Dorado, request to change FDIC from Robert Gable to Gary Kincannon

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. **No New Business**

9. **Executive Director's Report**

A. Transporting Veteran's/ Medical Examiner's Transport Permit- **The Medical Examiner will waive the transport fee for veterans being transported to another state. It will still be required to obtain the permit. The M.E. will need a copy of the DD214 when applying for the permit.**

B. Agency Financial Update Mr. Stiles reported gross receipts for September 2023 to be \$9,730.52 with \$923.05 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$37,488.90 and net income after expenses totaled -\$28,681.43.

10. **Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:**

- A. Natural Organic Reduction – **The Board voted to remain neutral on this topic at this time until language from the proposed Bill has been reviewed.**
- B. Committee report, committee discussion, and Board discussion for Crematory Operator License- **The committee was dismissed and the Board requested discussion for reviewing cremation rules and statutes at the November meeting.**

- C. Committee report, committee discussion, and Board discussion for Funeral Director Assistant License-**Tabled for more committee discussions**
- D. Casket Bill- Joe Highberger, Glenn Dunn, Phillip Hart from OKFDA were placed on a committee to discuss this topic. The committee would like to add 2 more people and will add these at a later Board meeting.

11. Adjournment -11:14AM

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **November 9, 2023. 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.**