



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

October 12, 2023

BOARD MEMBERS

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

STAFF

Rochelle Covington
Tyler Stiles
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 October 11, 2023 at 8:30AM. 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 September 14, 2023 Regular Board meeting minutes. The motion passed unanimously with Member Coble abstaining.

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.

OID did not provide an update

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 ...

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-70 Turner Funeral Home-Geary, Geary, Turner Funeral Home Ent. Inc., Owner, Hinton, Kori Turner, FDIC, Hinton. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Dunn, Highberger, Matherly, and Roberts heard the case. Member Davenport was recused from the case and he left the room.

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

Member Davenport reentered the room.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-71 Henninger-Hinson Funeral Home Inc, Enid, Henninger-Allen

Funeral Home Inc, Owner, Matt Hinson, Enid, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Dunn, and Matherly heard the case. Members Roberts and Highberger recused themselves from the case and they left the room.

After the presentation of the agreed upon Consent Order, motion by Davenport second by Corbett to accept the consent order. 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. The motion passed unanimously.

Members Highberger and Roberts reentered the room.

Motion by Matherly second by Dunn to approve the following: Apprenticeship (Original) Ariana Stevens-Mujica, Noble, Advantage F&CS, OKC; Kloie Clegg, Bartlesville, Rice FS, Claremore; Rylan McPeak, Idabel, Miller & Miller FH, Hugo; Colton Morgan, Duncan, Whitt FH, Duncan; McKalynn Pitchford, Guthrie, Matthews FH, Edmond; Mekailyn Boice, Duncan, Whitt FH, Duncan; Charles Sorrell, Bethany, OMS, OKC; Kristen Wajda, Moore, Moore F&CS, Moore (FD only); Rachael Landreville, Broken Arrow, Ford FS, MWC. The motion passed unanimously.

Motion by Highberger second by Coble to table the following: Apprenticeship (Original) Hannah Lambert, Ardmore, Smith & Kernke FH, OKC. The motion passed unanimously.

Motion by Highberger second by Davenport to approve the following: Apprenticeship (Original) Breanne Strawn, Piedmont, Ingram, Smith & Turner, Yukon (FD only). The motion passed unanimously.

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

Motion by Highberger second by Coble to approve the following: Apprenticeship (1st Extension). Riley Caple, Catoosa, Butler-Stumpff & Dyer FH, Tulsa (FD Only); Karley Page, Muskogee, Bixby- South Tulsa FS, Bixby; Kenslie Villoni, Tulsa, Floral Haven, Broken Arrow; Tierrika Hutton, OKC, Chapel Hill, OKC; Caitlin Snell, Rose, Shipman's F&CS, Pryor (FD Only). The motion passed unanimously.

Motion by Highberger second by Coble to table the following: Apprenticeship (2nd Extension). Chad Kaminski, Ada, Criswell FH, Ada. The motion passed unanimously.

Motion by Highberger second by Davenport to approve the following: Apprenticeship (2nd Extension). Graciela Guillen, Woodward, Billings FH, Woodward; Samantha Davis, Swink, Miller & Miller FH, Hugo; Benjamin Wilbourn, Wilbourn Family FH, Lindsay; Mathew Burch, Antlers, Serenity FS, Antlers; Taylor Harris, Edmond, Buchanan FS, OKC. The motion passed unanimously.

Motion by Highberger second by Coble to deny the following: Funeral Director and/or Embalmer (Reciprocal), Stuart Thompson, Texas. The motion passed unanimously.

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

Motion by Highberger second by Davenport to approve the following: Funeral Director and/or Embalmer (Reciprocal), Vonda Gifford, Arkansas. The motion passed unanimously.

Motion by Highberger second by Davenport to table the following: Funeral Director and/or Embalmer (Reciprocal), James Walker, Texas (FD only). The motion passed unanimously.

Motion by Highberger second by Davenport to approve the following: Funeral Director and/or Embalmer (Original) Alannah Hill, Midwest City; Mackenzie Parks, Oklahoma City; Melissa Delgado, Norman; Kylee Vaughan, Stilwell (FD only); Samantha Davis, Swink (FD only). The motion passed unanimously.

Motion by Highberger second by Coble to table the following: Funeral Director and/or Embalmer (Original) Skyler Watters, Nowata (FD only). The motion passed unanimously.

Motion by Highberger second by Davenport to approve the following: Funeral Director and/or Embalmer (Original) Payton Pacholski, Oklahoma City; Zoe Nichols, Oklahoma City. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Establishments, Roberts & Son FH, Blackwell, request to change FDIC from Heidi Greve to James Roberts; Kincannon FH, Altus, request to change FDIC from Robert Gable to Gary Kincannon; Kincannon FH, El Dorado, request to

change FDIC from Robert Gable to Gary Kincannon. The motion passed unanimously.

There was no new business

Transporting Veteran's/ Medical Examiner's Transport Permit -Mr. Stiles reported that 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.

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.

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules: Motion by Roberts second by Highberger to remain neutral on Natural Organic Reduction at this time until language from the proposed Bill has been reviewed and asked Mr. Stiles to work with the Bill author on proposed language. The motion passed unanimously.

Motion by Highberger second by Matherly to dismiss the committee for the crematory operator proposal with recommending more discussion concerning cremation rules and statute revisions during the November 2023 Board meeting. The motion passed with Members Coble, Davenport, Dunn, Highberger, and Matherly voting Aye; Member Corbett voting Nay; Member Roberts abstaining.

Motion by Matherly second by Highberger to table the vote regarding the Funeral Director Assistant License so the committee can continue discussions. The motion passed unanimously.

Motion by Highberger second by Coble to create a committee regarding the casket bill. Those placed on the committee were Joe Highberger, Glenn Dunn, Phillip Hart, with an addition of 2 more committee members at a later time to be approved at a Board meeting. The motion passed unanimously.

Motion by Highberger second by Davenport to adjourn the meeting at 11:14AM. The motion passed unanimously.

Jim Roberts
Oklahoma Funeral Board President