

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: September 14, 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 September 11, 2023 at 1:30PM. 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**-Members Corbett, Davenport, Dunn, Highberger, Matherly, and Roberts were present. Member Coble was absent.
2. **Approval of the August 10, 2023 Regular Board meeting minutes** -Approved
3. **Oklahoma Funeral Director Association Update from a Representative of OKFDA, with possible discussion** -Ronnie Dighton with OKFDA reported that the NFDA Convention was be September 10-13 in Vegas, the Fall district meetings will be the first, second, and third weeks of October with the topic of "the new consumer". More information can be found on the OKFDA website.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion** -Rowena Ehrman with OID reported that their staff is at the State fair and feel free to come see them. Preneed permits are due at the end of the year but can send them in 90 days early. Please email Rowena any questions rowena.ehrman@oid.ok.gov
5. **Review complaints with possible vote for probable cause or other action**

24-01 Next of Kin Issues- **Dismissed**

24-03 Vendor Payment Issues- **Found Probable Cause**

6. 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 23-53 Michael's Funeral Home, Drumright, Michael's Funeral Home Inc, Owner, Michael Davis, Drumright, FDIC. Member Corbett 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 \$200.

6B. Complaint 23-57 Yanda and Son Funeral Home & Cremation Services, Yukon, Yanda and Son Funeral Home & Cremation Services Inc, Owner, Donna Yanda, Yukon, FDIC. Member Highberger 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 \$100.

6C. Complaint 23-59 Yanda and Son Funeral Home & Cremation Services, Yukon, Yanda and Son Funeral Home & Cremation Services Inc, Owner, Donna Yanda, Yukon, FDIC. Member Highberger 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 \$200.

6D. 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.
Tabled

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

A. Apprenticeship (Original)-1 was tabled, 2-7 was approved

1. Ariana Stevens-Mujica, Noble, Cruz Family FH, OKC
2. Ashlee Mikesell-McCarroll, Forest Park, Bill Eisenhour FH, OKC
3. Austin Howell, Lawton, Becker-Rabon, Lawton
4. Glenn Palmer-Roberts, Yukon, Bill Merritt FS, Bethany (FD Only)
5. April Kile, (FD Only), Chickasha, Sevier FH, Chickasha
6. Maddison Smith, Ada, Criswell FH, Ada

7. Carrie Brooner, Tulsa, Serenity FH, Tulsa

B. Apprenticeship (1st extension)- 1, 3-16 approved; 2 was tabled

1. Tara Cook, Tulsa, Dillon FS, Tulsa

2. Kammi Robinson-Snodgrass, Lone Grove, Craddock, Ardmore

3. Brennan Goforth, Edmond, Crawford, Edmond

4. Matthew Bowser, Broken Bow, Crawford, Edmond

8. Emily Eastman, Broken Arrow, Floral Haven FH, Broken Arrow

9. Benjamin Young, Wayne, Wilson- Little FH, Purcell

10. Rose Smith, Ada, Phillip-Estes, Ada

11. Randi Reeves, Sapulpa, Moore FH, Tulsa

12. Courtney Maine, Pauls Valley, Wooster FH, Pauls Valley

13. Alpha Alex, OKC, Resthaven, OKC

14. Marlin Giles, (FD Only), Skiatook, Chapman Black, Cleveland

15. Tabitha Brown, Stillwater, Strode FH, Stillwater

16. Deanna Evans, Dewey, Davis Family FH, Bartlesville (FD Only)

C. Apprenticeship (2nd extension)-All Approved

1. Thomas Applegate, Wagoner, Mallet FH, Wagoner

2. Sarah Blank, Edmond, John Ireland, Moore

3. Mercedes Castro, Tuttle, Yanda and Son FH, Yukon

D. Apprenticeship (3rd extension)-All Approved

1. Michael Frazier, (FD Only), Hugo, Prater-Lampton-Mills & Coffey, Hugo

2. Brighton Potter, Tulsa, Gary Kelley Add'vantage, Tulsa

E. Apprenticeship (4th extension)-**Approved**

1. Stephen Smith, OKC, Ford FS, MWC

F. Funeral Director and/or Embalmer (Reciprocal)-**All Tabled**

1. Stuart Thompson, Texas
2. Rodney Ford, Texas
3. Georgia Brasier, Texas
4. Vonda Gifford, Arkansas

G. Funeral Director and/or Embalmer (Original)-**All Approved**

1. Morghane Gonzalez, OKC
2. Ashley King, Edmond
3. Nicholas Holdeman, Ames

H. Establishments-**All Approved**

1. Cruz Family FH, OKC, request to change FDIC from Dana Bradford to Jocelyn Bell
2. Southhaven FS, Purcell, request to close establishment.
3. Southhaven FS, Purcell, New Establishment, Service Group of Oklahoma LLC, Owner, Kevin Montgomery, FDIC
4. Tribute Memorial Care Southwest, Tuttle, request to close establishment
5. Tribute Memorial Care Southwest, Tuttle, new establishment, Service Group of Oklahoma LLC, Owner, John Davenport, Norman, FDIC
6. Tribute Memorial Care, Norman, request to close establishment
7. Tribute Memorial Care, Norman, new establishment, Service Group of Oklahoma LLC, Owner, Shane Vice, Norman, FDIC
8. Kincannon FH and Cremation Service, Altus, request to close establishment

9. Kincannon FH and Cremation Service, Altus, new establishment, Service Group of Oklahoma LLC, Owner, Robert Gable, Altus, FDIC
10. Kincannon Eldorado Chapel, Eldorado, request to close establishment
11. Kincannon Funeral Home Eldorado, new establishment, Service Group of Oklahoma LLC, Owner, Robert Gable, Altus, FDIC
12. Smith FH, Sapulpa, request to change FDIC from Marie Thompson to Josh Linn
13. Schaudt FS and Cremation Care, Tulsa, request to change FDIC from Alan Hall to Stephen Schaudt
14. Tulsa Caskets and Cremation, Tulsa, new establishment, Tulsa Caskets and Cremation, LLC, Tulsa, Alan Hall, Broken Arrow, FDIC
15. House of Winn FH, Okmulgee, request to close establishment
16. House of Winn FH, Inc., Okmulgee, New Establishment, D2's House of Winn FH LLC, Owner, Edward Winn II, FDIC
17. House of Winn FH and Cremations, Muskogee, request to close establishment
18. House of Winn FH and Cremations, Muskogee, New Establishment, D2's House of Winn FH LLC, Owner, Edward Winn II, FDIC
19. Heritage FH and Cremation Services, OKC, request to close establishment
20. Central Oklahoma Heritage Funeral Directors LLC, OKC, New Establishment, Central Oklahoma Heritage Funeral Directors LLC, Owner, Kristi Pendleton Harrison, FDIC

I. Crematories-All Approved

1. Southhaven Crematory, Purcell, request to close establishment.
2. Southhaven Crematory, Purcell, New Crematory, Service Group of Oklahoma LLC, Owner, Kevin Montgomery, FDIC
3. Green Country Cremation Center, Sapulpa, request to change FDIC from Marie Thompson to Daniel Collier

J. Mortuary Schools-Approved

1. UCO Funeral Service Department, Edmond, Oklahoma, Embalmer Only Course of Study
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. Agency Financial Update Mr. Stiles reported gross receipts for August 2023 to be \$13,397.50 with \$989.75 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$41,087.57 and net income after expenses totaled -\$28,679.82.
10. **Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:**
 - A. Statute or rule change suggestions from Board Members and Board Staff- Crematory Operator license, FD Assistant license, and Natural Organic Reduction were all brought up for the Board to discuss in October. Joe Highberger, Darin Corbett, John Astle, Ronnie Dighton, and Linda Murphy were placed on a committee to discuss the particulars for the crematory operator license. Brent Matherly, John Davenport, Christina Shipman, and Todd Martin were placed on a committee to discuss the particulars for the FD Assistant license.
 - B. Public Comment limited to 2 minutes per person and limited to proposed statute or rule changes- **Support for the casket bill (allows anyone to sell a casket to the public) was requested**

11. Adjournment -11:24AM

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **October 12, 2023. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**