



# OKLAHOMA Funeral Board

## MINUTES OF A REGULAR MEETING

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

September 14, 2023

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### 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

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### MEETING PLACE: MEETING PLACE:

If attending in person at the physical location: 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.

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](http://www.ok.gov/funeral)

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

Motion by Highberger second by Davenport to approve the August 10, 2023 Regular Board meeting minutes. The motion passed unanimously.

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!

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](mailto:rowena.ehrman@oid.ok.gov)!

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

Motion by Roberts second by Dunn to dismiss complaint 24-03 regarding Vendor Payment Issues. The motion passed unanimously.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-53 Michael’s Funeral Home, Drumright, Michael’s Funeral Home Inc, Owner, Michael Davis, Drumright, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board’s legal advisor. Members Davenport, Dunn, Highberger, Matherly, and Roberts heard the case. Member Corbett 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: 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. The motion passed unanimously.

Member Corbett reentered the room.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-57 Yanda and Son Funeral Home & Cremation Services, Yukon, Yanda and Son Funeral Home & Cremation Services Inc, Owner, Donna Yanda, Yukon, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board’s legal advisor. Members Corbett, Davenport, Dunn, Matherly, and Roberts heard the case. Member Highberger recused himself from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Matherly second by Dunn 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 \$100. The motion passed unanimously.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-59 Yanda and Son Funeral Home & Cremation Services, Yukon, Yanda and Son Funeral Home & Cremation Services Inc, Owner, Donna Yanda, Yukon, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Corbett, Davenport, Dunn, Matherly, and Roberts heard the case. Member Highberger recused himself from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Dunn second by Davenport 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 \$200. The motion passed unanimously.

Member Highberger 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 Corbett, Davenport, Dunn, Matherly, and Roberts heard the case. Motion by Highberger second by Roberts to table the case to October. 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 Highberger second by Dunn to approve the following: Apprenticeship (Original) Ashlee Mikesell-McCarroll, Forest Park, Bill Eisenhour FH, OKC; Austin Howell, Lawton, Becker-Rabon, Lawton; Glenn Palmer-Roberts, Yukon, Bill Merritt FS, Bethany (FD Only); April Kile, (FD Only), Chickasha, Sevier FH, Chickasha; Maddison Smith, Ada, Criswell FH, Ada; Carrie Brooner, Tulsa, Serenity FH, Tulsa. The motion passed unanimously.

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

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

Motion by Matherly second by Dunn to approve the following: Apprenticeship (1st Extension). Brennan Goforth, Edmond, Crawford, Edmond; Matthew Bowser, Broken Bow, Crawford, Edmond; Emily Eastman, Broken Arrow, Floral Haven FH, Broken Arrow; Benjamin Young, Wayne, Wilson- Little FH, Purcell; Rose Smith, Ada, Phillip-Estes, Ada; Randi Reeves, Sapulpa, Moore FH, Tulsa; Courtney Maine, Pauls Valley, Wooster FH, Pauls Valley; Alpha Alex, OKC, Resthaven, OKC; Marlin Giles, (FD Only), Skiatook, Chapman Black, Cleveland; Tabitha Brown, Stillwater, Strode FH, Stillwater; Deanna Evans, Dewey, Davis Family FH, Bartlesville (FD Only). The motion passed unanimously

Motion by Highberger second by Dunn to approve the following: Apprenticeship (2nd Extension). Thomas Applegate, Wagoner, Mallet FH, Wagoner; Sarah Blank, Edmond, John Ireland, Moore; Mercedes Castro, Tuttle, Yanda and Son FH, Yukon. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Apprenticeship (3rd Extension). Michael Frazier, (FD Only), Hugo, Prater-Lampton-Mills & Coffey, Hugo; Brighton Potter, Tulsa, Gary Kelley Add'vantage, Tulsa. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Apprenticeship (4th Extension). Stephen Smith, OKC, Ford FS, MWC. The motion passed unanimously.

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

Motion by Highberger second by Dunn to approve the following: Funeral Director and/or Embalmer (Original) Morghane Gonzalez, OKC; Ashley King, Edmond; Nicholas Holdeman, Ames. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Establishments, Cruz Family FH, OKC, request to change FDIC from Dana Bradford to Jocelyn Bell; Southhaven FS, Purcell, request to close establishment.; Southhaven FS, Purcell, New Establishment, Service Group of Oklahoma LLC, Owner, Kevin Montgomery, FDIC; Tribute Memorial Care Southwest, Tuttle, request to close establishment; Tribute Memorial Care

Southwest, Tuttle, new establishment, Service Group of Oklahoma LLC, Owner, John Davenport, Norman, FDIC; Tribute Memorial Care, Norman, request to close establishment; Tribute Memorial Care, Norman, new establishment, Service Group of Oklahoma LLC, Owner, Shane Vice, Norman, FDIC; Kincannon FH and Cremation Service, Altus, request to close establishment; Kincannon FH and Cremation Service, Altus, new establishment, Service Group of Oklahoma LLC, Owner, Robert Gable, Altus, FDIC; Kincannon Eldorado Chapel, Eldorado, request to close establishment; Kincannon Funeral Home Eldorado, new establishment, Service Group of Oklahoma LLC, Owner, Robert Gable, Altus, FDIC; Smith FH, Sapulpa, request to change FDIC from Marie Thompson to Josh Linn; Schaudt FS and Cremation Care, Tulsa, request to change FDIC from Alan Hall to Stephen Schaudt; Tulsa Caskets and Cremation, Tulsa, new establishment, Tulsa Caskets and Cremation, LLC, Tulsa, Alan Hall, Broken Arrow, FDIC; House of Winn FH, Okmulgee, request to close establishment; House of Winn FH, Inc., Okmulgee, New Establishment, D2's House of Winn FH LLC, Owner, Edward Winn II, FDIC; House of Winn FH and Cremations, Muskogee, request to close establishment; House of Winn FH and Cremations, Muskogee, New Establishment, D2's House of Winn FH LLC, Owner, Edward Winn II, FDIC; Heritage FH and Cremation Services, OKC, request to close establishment; Central Oklahoma Heritage Funeral Directors LLC, OKC, New Establishment, Central Oklahoma Heritage Funeral Directors LLC, Owner, Kristi Pendleton Harrison, FDIC. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Crematories- Southhaven Crematory, Purcell, request to close establishment.; Southhaven Crematory, Purcell, New Crematory, Service Group of Oklahoma LLC, Owner, Kevin Montgomery, FDIC; Green Country Cremation Center, Sapulpa, request to change FDIC from Marie Thompson to Daniel Collier. The motion passed unanimously.

Motion by Highberger second by Dunn to approve the following: Mortuary Schools- UCO Funeral Service Department, Edmond, Oklahoma, Embalmer Only Course of Study. The motion passed unanimously.

There was no new business

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.

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules: Crematory Operator license, FD Assistant

license, and Natural Organic Reduction were all brought up for the Board to discuss in October. No votes were taken.

Casket of Honors requested support for the casket bill (allows anyone to sell a casket to the public). No vote was taken.

Motion by Roberts second by Davenport to approve Joe Highberger, Darin Corbett, John Astle, Ronnie Dighton, and Linda Murphy being placed on a committee to discuss the particulars for the crematory operator license.

Motion by Highberger second by Dunn to approve Brent Matherly, John Davenport, Christina Shipman, and Todd Martin being placed on a committee to discuss the particulars for the FD Assistant license

Motion by Highberger second by Corbett to adjourn the meeting at 11:24AM. The motion passed unanimously.

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Jim Roberts  
Oklahoma Funeral Board President