

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: April 11, 2024 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 April 8, 2024 at 9:00AM. 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.

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. Approval of the March 14, 2024 Regular Board meeting minutes
3. Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion
4. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
5. Oklahoma Department of Health Update from a Representative of OSDH, with possible discussion
6. Review complaints with possible vote for probable cause or other action
 - 24-24 Pre-need Issues
 - 24-32 Vendor Payment Issues
 - 24-34 Holding a Body for Payment

7. Matters for consideration: Administrative Hearing, 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.

7A. Complaint 23-16 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

7B. Complaint 23-72 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

7C. Complaint 24-08 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

7D. Complaint 24-20 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

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

A. Apprenticeship (Original)

1. NeKiesha Flowers, OKC, Howard Harris, OKC
2. Caris Vick, Edmond, Smith & Kernke, OKC
3. Nicole Haynie, Tulsa, Floral Haven, Broken Arrow
4. Robert Glanville, (FD Only), McAlester, Bishop, McAlester
5. Rylee Estes, Locust Grove, Locust Grove, Locust Grove

6. Joshua Cruz, Purcell, Cruz Family FH, OKC
7. Ty Astle, OKC, OMS-OKC, Mercer-Adams, Bethany

B. Apprenticeship (1st Extension)

1. Christopher Lowe, Duncan, Whitt FH, Duncan
2. Ruth Ewing, MWC, Barnes & Friederich, MWC
3. Natalee Pryor, Edmond, Matthews, Edmond
4. Dena Cassell, Chattanooga, Lawton Ritter Gray, Lawton

C. Apprenticeship (2nd Extension)

1. Tara Cook, Claremore, Dillon, Sand Springs
2. Jessica Brewer, Holdenville, Williamson-Spradlin, Wetumka

D. Funeral Director and/or Embalmer (Reciprocal)

1. Brad Pingel, Texas (FD Only)

E. Funeral Director and/or Embalmer (Original)

1. Breanne Strawn, Piedmont, (FD Only)
2. Deanna Evans, Dewey (FD Only)
3. Lily Johnson, OKC

F. Establishments

1. Kirk Funeral Home, Ardmore, request to close establishment
2. Kirk Funeral Home, Ardmore, New Establishment, Kirk Funeral Home LLC, Ardmore, Brandon Reid, FDIC

9. **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.

10. **Executive Director's Report**

- A. Agency Financial Update
 - B. 2024 Legislative Session Bills- HB2959, SB1602
11. **Attorney General's office update: presentation and possible discussion on the Open Meeting Act, Open Records Act, and public Official Ethics**
12. **Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:**
- A. Committee report, committee discussion, and Board discussion for Updating Cremation Statutes and Rules
 - B. Committee report, committee discussion, and Board discussion for Apprenticeship Requirements
13. **Matters for consideration: Executive Director**
- i. Discussion and possible action on the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of the Executive Director.
 - ii. Vote on possible executive session pursuant to 25 O.S. 2011, Section 307 (B) (1) Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Executive Director.
 - iii. if an executive session is held, designate a person to keep written minutes of the executive session;
 - iv. consider and vote on motion(s) to exit executive session and return to open meeting; and
 - v. consider and vote on motion(s) regarding possible action to be taken regarding matter discussed in executive session.

14. **Adjournment**

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **May 9, 2024. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**