

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: February 8, 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 February 6, 2024 at 9:30AM. 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 Davenport, Dunn, Highberger, Matherly, and Roberts were present.
2. **Approval of the January 11, 2024 Regular Board meeting minutes** -Approved
3. **Oklahoma Funeral Director Association Update from a Representative of OKFDA, with possible discussion** Dustin Pierce with OKFDA provided the following update: The Association had a successful turnout for the District meetings. Lifeshare is offering tours for their facility and within 30 minutes of posting information about the tour, registration was full. OKFDA has spent \$10,000 on lobbying this year and they have met with Sen. McCortney, Senate leadership, and House leadership regarding the casket bill and believe the bill will not be heard this year. The author of the Natural Organic Reduction bill will not seek re-election but a new author is being sought. The convention will be March 11-13, 2024 and will have 8 hours of CE. A women's conference will be held in July.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion**-Gloria Light with OID provided the following update: If

funeral homes have insurance assignments or trusts, they need to submit their report by March 15. Contact Gloria with any questions. Gloria.light@oid.ok.gov

5. Review complaints with possible vote for probable cause or other action

24-09 Pre-need Issues -**Probable Cause**

24-22 Next of Kin Issues-**Dismissed**

24-25 Unprofessional Funeral Home Staff- **Dismissed**

24-27 Next of Kin Issues- **Dismissed**

6. 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.

6A. Complaint 23-16 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. -No action taken

6B. Complaint 23-60 Luginbuel Funeral Home, Vinita, Legacy Funeral Holding of Oklahoma LLC, Owner, Joseph Faulkner, FDIC, Colin Kirk, Apprentice. Member Corbett needs to recuse. The Board accepted a consent order on this case. The consent order consisted of the following: The agreed violations were: unlicensed practice, material misrepresentation, aiding and abetting

unlicensed practice, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$4,000 for Luginbuel Funeral Home, \$2,500 for Joseph Faulkner, \$2,000 for Colin Kirk, refund of \$1,150, Joseph Faulkner shall complete 12 additional hours of CE for 2024 and 12 for 2025, 1 year of reporting probation, and \$750 costs.

- 6C. **Complaint 23-72 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. No action taken**
- 6D. **Complaint 24-08 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. No action taken**
- 6E. **Complaint 24-20 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. No action taken**

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

A. Apprenticeship (Original)-All Approved

- 1. Ainsley Butterfield, Plano, Smith & Kernke, OKC
- 2. Lilly Close, Copan, Stumpf FH, Bartlesville
- 3. Alexander Marshall, Alva, Marshall FH, Alva
- 4. Laci Duffy, Enid, Anderson Burris, Enid

B. Apprenticeship (1st extension)-1-4 were tabled, 5-8 were approved

- 1. Zachary Graves, Stilwell, Roberts-Reed-Culver, Stilwell
- 2. Shealyn Wilds, Stilwell, Roberts-Reed-Culver, Stilwell
- 3. Colton Morgan, Duncan, Whitt FH, Duncan
- 4. Rylan McPeak, Idabel, Miller & Miller FH, Hugo

5. Aidan Parker, OKC, Chapel Hill, OKC
6. Dennis Baker, Kingfisher, Sanders FS, Kingfisher, (FD Only)
7. Philip Seeley, Stillwater, Strode FH, Stillwater
8. Lorna Schofield, Park Hill, Reed-Culver FH, Tahlequah

C. Apprenticeship (2nd Extension) **All Approved**

1. Kenslie Villoni, Tulsa, Floral Haven FH, Broken Arrow
2. Breece Low, Edmond, Baggerley FH, Edmond
3. Caitlin Snell, Rose, Shipman's, Pryor, (FD Only)
4. Lewis Robinson III, Guthrie, Community, Guthrie

D. Apprenticeship (3rd Extension) **Approved**

1. Perry Simpson, Noble, McMahan's FH, Noble

E. Funeral Director and/or Embalmer (Reciprocal) – **1 was approved, 2 was tabled**

1. Dylan DeStefano, Virginia
2. Garrett Lundberg, Arkansas

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

1. Lawanda Colbert, Midwest City (FD Only)
2. Amy Kinsey, Pryor
3. Karley Page, Muskogee
4. Harlea Walker, Broken Arrow
5. Kristen Wajda, Moore (FD Only)

G. Establishments- **All Approved**

1. Moore Funeral & Cremation, Moore, request to change FDIC from Michael Kelly to Megan Dorman
2. Whinery-Huddleston FS, Lawton, request to change FDIC from Amber Woommavovah to Randilyn Walker
3. Community FH, Guthrie, request to change FDIC from Monica Kroier to Lyndel Hamilton
4. Affordable Cremation, OKC, request to change FDIC from Monica Kroier to Lyndel Hamilton
5. Reynolds & Adamscrest FS, Tulsa, request to change FDIC from Nick Reynolds to Scott Holz
6. Fallon Mortuary, OKC, request to close establishment

H. Crematories- **Approved**

1. Great Plains Cremation Service, Lawton, Lawton, request to change FDIC from Amber Woommavovah to Randilyn Walker

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 January 2024 to be \$92,243.00 with \$8,999.30 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$36,293.49 and net income after expenses totaled \$46,950.21.**

B. 2024 Legislative Session Bills- A new session has started! Board staff will be tracking the following Bills closely this session.

HB1074, This is a carry over Bill allowing anyone to sell caskets without a license.

HB2671, This is a carry over Bill creating the Funerals Act. It is a shell Bill so we will track it to see what it will entail.

HB2959, Extends the sunset of the Funeral Board to 2027

HB2961, Creates the Oklahoma Sunset Act

SB356, Requires funeral establishments to provide consumers information of their subcontractors

SB599, Extends the medical certification completion to 14 days

SB957, Removes the requirement for mortuary schools to be accredited by the American Board

SB1444, Directs licensing agencies to use a central website for online applications and renewals

SB1602, Allows anyone to sell caskets without a license.

SB1637, Creates a license for Natural Organic Reduction (Human Composting)

SB1764, Requires licensing agencies to create a grid regarding how they penalize licensees.

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

- A. Board discussion for Updating Cremation Statutes and Rules-**No Update**
- B. Committee report, committee discussion, and Board discussion for Funeral Director Assistant License -**The committee met and agreed that the Funeral Director Assistant should have the minimum requirements: 60 college credit hours, pass the law exam, submit quarterly reports, fee of \$250, 6 hours of continuing education, and 1 FDIC can only have 1 assistant. The committee wants to discuss requirements for an Embalmer Assistant and revise the requirements for Apprentices at the March meeting.**

11. **Adjournment -10:27AM**

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **March 14, 2024. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**