



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

July 11, 2024

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 July 9, 2024 at 12:30PM. 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 10AM. Members Coble, Corbett, Davenport, Dunn, Matherly, and Roberts were present. Member Highberger has not been succeeded as a Board member but he was not present. A quorum was always present.

Motion by Davenport second by Dunn to approve the June 13, 2024 Regular Board meeting minutes. The motion passed unanimously with member Roberts abstaining.

Ronnie Dighton with OKFDA presented that the Association is currently having the Women's Conference in Edmond and that approximately have 39 attendees. They will make an announcement soon regarding the Fall District meeting locations.

OID did not provide an update.

Motion by Roberts second by Coble to dismiss complaint 24-04 regarding Disinterment Issues. The motion passed unanimously.

Motion by Roberts second by Matherly to dismiss complaint 24-37 regarding Establishment Ownership Issues. The motion passed unanimously.

Motion by Matherly second by Roberts to find probable cause on complaint 24-40 regarding Material Misrepresentation. The motion passed unanimously.

Motion by Matherly second by Roberts to dismiss complaint 24-44 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Davenport second by Matherly to find probable cause on complaint 24-46 regarding Timely Cremation Issue. The motion passed unanimously.

Motion by Davenport second by Coble to find probable cause on complaint 24-49 regarding Timely Cremation Issue. The motion passed unanimously.

Motion by Davenport second by Matherly to dismiss complaint 24-50 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Corbett second by Dunn to dismiss complaint 24-52 regarding Director at Cemetery Issues. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Apprenticeship (Original) Brian Crittenden, Tahlequah, Hart FH, Tahlequah; Kanisha Pankratz, Woodward, Billings FH, Woodward; Alec Richardson, Cyril, Becker-Rabon FH, Lawton; Allyson Rees, Corn, Ray & Martha's FH, Hobart; Jensen Hernandez, Sand Springs, Serenity FH, Tulsa; Emmaline Kuhn, Edmond, Smith & Kernke, OKC. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Apprenticeship (1st extension) Tyler Robbins, Bartlesville, Davis Family FH, Bartlesville; Robert Wood, Sallisaw, Forever Memories FS, Sallisaw; Rodd Wood, Shawnee, McElyea & Owens, Shawnee; Yesenia Martinez, OKC, OK Cremation & FH, OKC; Kari Norberto, Cyril, Comanche Nation FH, Lawton. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Apprenticeship (2nd Extension). Kaitlin Hawkins, Stilwell, Hart FH, Tahlequah; Joshua Smith, Guthrie, Mercer-Adams FS, Bethany. The motion passed unanimously

Motion by Matherly second by Davenport to approve the following: Funeral Director and/or Embalmer (Reciprocal), Renee Torres, Arizona (FD Only). The motion passed unanimously.

Motion by Matherly second by Davenport to table the following: Funeral Director and/or Embalmer (Reciprocal), Vanessa Walker (EM Only). The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Funeral Director and/or Embalmer (Original), Carson Garrett, Fort Gibson. The motion passed unanimously.

Motion by Matherly second by Coble to table the following: Funeral Director and/or Embalmer (Original), Shawn Duke, Tulsa. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Funeral Director and/or Embalmer (Original), Matthew Bowser, Broken Bow; Kimberly Lucas, Choctaw; Rulon Davis Sr., Edmond (EM only). The motion passed unanimously.

Motion by Matherly second by Davenport to table the following: Funeral Director and/or Embalmer (Original), Raymond Rogers, Miami. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Establishments, Bill Eisenhower NE, OKC, request to change FDIC from Megan Crouch to Billy Robison; Sunny Lane, Del City, request to change FDIC from Billy Robison to Megan Crouch; Benjamin FS, Nowata, request to change FDIC from Joseph Faulkner to Timothy Howell; American FS, Colbert, request to close establishment; Brown FH&C, Coweta, request to change FDIC from James Brown to Logan Brown; Martin-Dugger FH, Elk City, request to change name to Martin- Dugger Funeral Home and Cremation Services; Smith FH,

Sapulpa request to change FDIC from Josh Linn to Harlea Walker. The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following: Crematories, Advanced Cremation Care Center, Choctaw, request to close crematory. The motion passed unanimously.

There was no new business

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules: Board discussion for Updating Cremation Statutes and Rules. The cremation committee reported that they have been meeting and have created numerous suggestions for changes in cremation laws and will need more meetings due to the in-depth conversations and will prepare a full report in August

Agency Financial update- Mr. Stiles reported gross receipts for June 2024 to be \$11,255.00 with \$580.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,602.18 and net income after expenses totaled -\$23,927.68

Motion by Roberts second by Corbett to nominate member Matherly as President for FY25. The motion passed unanimously with member Matherly abstaining.

Motion by Roberts second by Matherly to nominate member Coble as Vice-President for FY25. The motion passed unanimously with member Coble abstaining.

Motion by Matherly second by Davenport to adjourn the meeting at 10:17AM. The motion passed unanimously.

Brent Matherly
Oklahoma Funeral Board President