

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: June 13, 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 June 11, 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**-Members Corbett, Davenport, Dunn, Highberger, and Matherly were present. Members Coble and Roberts were absent.
2. **Approval of the May 9, 2024 Regular Board meeting minutes** -Approved
3. **Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion**- Christin Shipman with OKFDA provided the following update: OKFDA will have their Women's Conference in Edmond July 9-11. Lifeshare will have a tour of their OKC facilities July 24 that provides 1 hour of CE, contact OKFDA to RSVP.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion**-No update
5. **Review complaints with possible vote for probable cause or other action**
 - 23-35 Failure to Notify Board of Change of Owner-Dismissed
 - 24-33 Not Returning Cremated Remains- Dismissed
 - 24-35 FTC Issues/Selection Room Issues- Dismissed

24-38 Material Misrepresentation- **Probable Cause**

24-39 Next of Kin Issues- **Dismissed**

24-41 Non-Payment of Vendor- **Probable Cause**

24-42 Death Certificate Issues- **Dismissed**

24-43 Non-Payment of Vendor- **Dismissed with a Letter of Concern**

24-47 Non-Payment of Vendor- **Dismissed with a Letter of Concern**

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 23-75 Fairview Funeral Home, Fairview, Fairview Funeral Home Inc, Owner, Chanin Hoehn, FDIC. Member Corbett needs to recuse. The Board accepted a consent order on Complaint 23-75. The consent order consisted of the following: The agreed violations were: failing to maintain a completed Body Intake Log, failing to maintain at least 5 caskets, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,000, \$500 costs

6B. **Complaint 24-09 Michael's Funeral Home, Drumright, Michael's Funeral Home Inc, Owner, Michael Davis, FDIC. Member Corbett needs to recuse.** The Board accepted a consent order on Complaint 24-09. The consent order consisted of the following: The agreed violations were: failing to comply with the statutes of the State Insurance Commission, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$800, \$150 costs

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

A. **Apprenticeship (Original)-All Approved**

1. Amber Morton, Sperry, Moore FH, Tulsa
2. Makenzie Bales, Sapulpa, Matthew's FH, Edmond
3. Sophia Winkler, Claremore, MMS Payne, Claremore
4. Olivia Bryan, Follett, TX, Laverne FH, Laverne
5. Teresa Harrelson, Yukon, Baggerley FH, Edmond
6. Kylee Carr, MWC, Bill Eisenhower FH, OKC
7. Michale Jerry, OKC, Temple & Sons FH, OKC

B. **Apprenticeship (1st Extension) -All Approved**

1. Grayson Axsom, Atoka, Brown's FS, Atoka
2. Ainsley Butterfield, Plano, TX, Smith & Kernke, OKC
3. Hannah Ryden, Owasso, Moore FH, Tulsa
4. Chelsea Evans, Broken Arrow, Floral Haven, Broken Arrow

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

1. Shaylee Murphree, Durant, Brown's FS, Durant

2. Amy Ary, McCloud, Bill Eisenhower FH, OKC

D. Funeral Director and/or Embalmer (Reciprocal)-1 was denied, 2 and 3 were tabled

1. Brad Pingel, Texas (FD Only)
2. Renee Torres (FD Only)
3. Vanessa Walker (EM Only)

E. Funeral Director and/or Embalmer (Original)- 1, 2, 4, 5, 7-10 were approved. 3 and 6 were tabled

1. Chad Kaminski, Ada
2. Jessica Ramirez, Purcell (EM Only)
3. Carson Garrett, Fort Gibson
4. Jonathan Riley, Enid
5. Robert Bethany, Catoosa
6. Shawn Duke, Tulsa (FD Only)
7. Taylor Harris, Edmond
8. Michael Turner, Blair (FD Only)
9. Jamie Rochelle Covington, Yukon (FD Only)
10. Melissa Bates, Locust Grove (FD Only)

F. Establishments-All Approved

1. Laurel FH, Healdton, request to close establishment
2. Lee Hometown Funeral Home, Clinton, New Establishment, Buzz-Lee LLC, Owner, Brandon Lee, FDIC

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. **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-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 or September.
10. Discussion and possible action on the Board's directive to the Executive Director regarding legal questions. -After discussion, the Board will allow staff to help callers with their questions by pointing them to the statute and not provide legal advice as previously done instead of requiring all callers to email their questions and staff send those questions to the AG for a response. Staff will communicate with the AG's office should staff need any assistance.
11. **Executive Director's Report**
 - A. Agency Financial Update-Mr. Stiles reported gross receipts for May 2024 to be \$7,030.00 with \$578.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$33,256.18 and net income after expenses totaled -\$26,804.18
 - B. 2024 Legislative Session Bills- HB2959, SB2038

HB2959, this is the bill to extend the sunset of the Funeral Board for 3 years. The bill was not heard on the Senate floor. The Funeral Board will have the remainder of the year to address any concerns from the Legislature and request the extension during the 2025 Legislative session. Mr. Stiles met with Senator McCortney and was told that the bill was not heard due to an oversight.

SB2038, requires the funeral director to notify the person providing personal data that is a felony to knowingly provide false data. Board staff will update if there is any movement on this Bill.
 - C. Board Staff Update-Rochelle Covington became licensed and will be named the Deputy Director starting July 1, 2024 in order to assist Mr. Stiles with lobbying and other duties.

12. **Special recognition, presentation, and possible discussion of Joe Highberger's Service to the State of Oklahoma**-Mr. Highberger was presented with a plaque recognizing his service for the State of Oklahoma as a Board member for the past 10 years. Mr. Highberger thanked current Board members and staff and that he set a goal to try to make the industry a little better than how it was previously.
13. **Adjournment** -11:11AM

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **July 11, 2024. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**