

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: March 14, 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 March 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.

*** 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
2. Approval of the February 8, 2024 Regular Board meeting minutes
3. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
4. Oklahoma Department of Health Update from a Representative of OSDH, with possible discussion
5. Review complaints with possible vote for probable cause or other action
 - 24-18 Embalming Issues
 - 24-29 Overcharging
 - 24-30 Overcharging

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.

6B. Complaint 23-72 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

6C. Complaint 24-08 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

6D. Complaint 24-20 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse.

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

A. Apprenticeship (Original)

1. Gabriella Hawkins, Norman, Havenbrook, Norman
2. Larry Valdez, Lawton, Comanche Nation, Lawton
3. Robert Vincent, Arnett, Shaw FH, Vici

4. Megan Parker, Owasso, Mowery, Owasso
5. Alesia Mann, Moore, Tribute Memorial Care, Norman
6. Grace Holesapple, Jones, Crawford, Edmond
7. Kierra Hayes, Spencer, Howard Harris, OKC

B. Apprenticeship (1st extension)

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. Christopher Lowe, Duncan, Whitt FH, Duncan
6. Becky Shupe, Ponca City, Grace Memorial, Ponca City (EM Only)
7. Sonja Pellegrin, OKC, Ingram, Smith, and Turner, Yukon
8. Kimberly Lucas, Choctaw, Barnes Friederich, MWC
9. Lezzy Olmedo, Tulsa, Parks Brothers, Prague
10. Sonya Hamilton, OKC, Vondel Smith, OKC
11. William Watkins, Lawton, Whinery-Huddleston, Lawton
12. Amy Borazjani, Tuttle, Tribute Memorial Care, Tuttle
13. Lauren Sloan, Sapulpa, Smith FH, Sapulpa
14. Quade Varner, OKC, Alternative Cremation, OKC
15. Ty Astle, OKC, OMS, OKC (EM Only)

C. Apprenticeship (2nd Extension)

1. Darin Haddox, Claremore, MMS-Payne FH, Claremore

D. Apprenticeship (3rd Extension)

1. Mike Hopkins, Broken Arrow, Hopkins Funeral Service, Collinsville

E. Funeral Director and/or Embalmer (Reciprocal)

1. Garrett Lundberg, Arkansas

F. Funeral Director and/or Embalmer (Original)

1. Riley Caple, Catoosa (FD Only)

G. Establishments

1. Hopkins-Reynolds FS, Collinsville, request to change name to Hopkins Funeral Service
2. Cruz Family FH, OKC, request to change FDIC from Jocelyn Bell to Mylei Saysana
3. Twin Creek Cremation and Funeral Service, Mustang, New Establishment, AJ & K, LLC, Mustang, Owner, Alec Dyer, Yukon, 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.

9. **Executive Director's Report**

- A. Agency Financial Update
- B. 2024 Legislative Session Bills- HB2959, SB1196, SB1602

10. **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 Funeral Director Assistant License

11. **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.

12. Adjournment

Tyler Stiles, MBA
Executive Director

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