



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

March 14, 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 March 11, 2024 at 9:00AM. 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 Corbett, Davenport, Dunn, Highberger, Matherly, and Roberts were present. Member Coble was absent. A quorum was always present.

Motion by Highberger second by Davenport to approve the February 8, 2024 Regular Board meeting minutes. The motion passed unanimously.

Rowena Ehrman and Gloria Light with OID provided the following update: there were 320 preneed permits processed and all new funeral homes that are wanting to sell preneed at the new location will need to contact OID. Life Insurance Policy Locator is a free service for consumers to help locate benefits from policies and annuity contracts. More information is on the OID website.

Dawn Plumb and Christen Johnston with the OSDH provided the following update: ROVER NextGen is anticipated to go live in 2024. A new vendor is building the system. The OSDH is offering training for the new system that includes videos and an environment for practicing with the new system.

Motion by Davenport second by Roberts to dismiss complaint 24-18 regarding Embalming Issues. The motion passed unanimously.

Motion by Davenport second by Roberts to dismiss complaint 24-29 regarding Overcharging. The motion passed unanimously.

Motion by Davenport second by Matherly to dismiss complaint 24-30 regarding Overcharging. The motion passed unanimously.

Regarding the matters for consideration: Administrative Hearing, Consent Order, or Scheduling Order: Complaints 23-16, 23-72, 24-08, and 24-20 Christopher Harrison, Funeral Director and Embalmer. Motion by Matherly second by Highberger to accept the Scheduling Order. The Order merits a hearing for 10AM April 11, 2024, Respondents' response to the Complaints are due within 15 days of March 14, 2024, pleadings may be amended no later than 5 days of response. The motion passed unanimously with Member Roberts Abstaining.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (Original) Gabriella Hawkins, Norman, Havenbrook, Norman; Larry Valdez, Lawton, Comanche Nation, Lawton; Robert Vincent, Arnett, Shaw FH, Vici; Megan Parker, Owasso, Mowery, Owasso; Alesia Mann, Moore, Tribute Memorial Care, Norman; Grace Holesapple, Jones, Crawford, Edmond; Kierra Hayes, Spencer, Howard Harris, OKC. The motion passed unanimously.

Motion by Matherly second by Highberger to deny the following: Apprenticeship (1st extension) Zachary Graves, Stilwell, Roberts-Reed-Culver, Stilwell; Shealyn Wilds, Stilwell, Roberts-Reed-Culver, Stilwell; Colton Morgan, Duncan, Whitt FH, Duncan. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following:
Apprenticeship (1st extension) Rylan McPeak, Idabel, Miller & Miller FH, Hugo.
The motion passed unanimously.

Motion by Matherly second by Highberger to table the following:
Apprenticeship (1st extension) Christopher Lowe, Duncan, Whitt FH, Duncan.
The motion passed unanimously.

Motion by Matherly second by Davenport to approve the following:
Apprenticeship (1st extension) Becky Shupe, Ponca City, Grace Memorial,
Ponca City (EM Only); Sonja Pellegrin, OKC, Ingram, Smith, and Turner, Yukon;
Kimberly Lucas, Choctaw, Barnes Friederich, MWC; Lezzy Olmedo, Tulsa,
Parks Brothers, Prague; Sonya Hamilton, OKC, Vondel Smith, OKC; William
Watkins, Lawton, Whinery-Huddleston, Lawton; Amy Borazjani, Tuttle, Tribute
Memorial Care, Tuttle; Lauren Sloan, Sapulpa, Smith FH, Sapulpa; Quade
Varner, OKC, Alternative Cremation, OKC; Ty Astle, OKC, OMS, OKC (EM Only).
The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following:
Apprenticeship (2nd Extension). Darin Haddox, Claremore, MMS-Payne FH,
Claremore. The motion passed unanimously

Motion by Matherly second by Highberger to approve the following:
Apprenticeship (3rd Extension). Mike Hopkins, Broken Arrow, Hopkins Funeral
Service, Collinsville. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral
Director and/or Embalmer (Reciprocal), Garrett Lundberg, Arkansas. The
motion passed unanimously.

Motion by Matherly second by Highberger to approve the following:
Establishments, Riley Caple, Catoosa (FD Only). The motion passed
unanimously.

Motion by Matherly second by Highberger to approve the following:
Crematories, Hopkins-Reynolds FS, Collinsville, request to change name to
Hopkins Funeral Service; Cruz Family FH, OKC, request to change FDIC from
Jocelyn Bell to Mylei Saysana; Twin Creek Cremation and Funeral Service,
Mustang, New Establishment, AJ & K, LLC, Mustang, Owner, Alec Dyer, Yukon,
FDIC. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for February 2024
to be \$17,328.00 with \$807.80 going to the State of Oklahoma general fund.

The expenses for the same timeframe totaled \$35,181.14 and net income after expenses totaled -\$18,660.94.

2024 Legislative Session Bills- Mr. Stiles reported that a new session has started! Board staff will be tracking the following Bills closely this session.

HB2959, this is the bill to extend the sunset of the Funeral Board for 3 years and it passed the House and is currently in the Senate awaiting to be placed on the Senate Committee agenda

SB1196, this was an omnibus bill that included language that mandated funeral directors to notify the person providing the personal data for the death certificate that it is a felony to provide false data. This bill has since been amended and the language was removed.

SB1602 , this is the funeral service merchandise bill that allows anyone to sell a casket without a license if they are not selling any other funeral services. At the time of the meeting, this bill was waiting to be heard on the Senate floor.

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules: Board discussion for Updating Cremation Statutes and Rules. Darin Corbett and John Davenport would like to continue discussions, build more of a framework, and bring Board staff and the AAG into these discussions.

Motion by Matherly second by Highberger to approve the FD Assistant license to move forward. The parameters of the Assistant are: 60 hours of college hours, successful completion of the law exam, 25 funeral directing and 25 arrangements, \$250 fee, 1 Assistant per FDIC, 6 hours of continuing education. The motion passed with Member Corbett abstaining, Member Davenport voting NO, members Dunn, Highberger, Matherly, and Roberts voting AYE.

Matters for consideration: Executive Director. Motion by Highberger second by Matherly to enter executive session. The motion passed unanimously.

Motion by Highberger second by Matherly to exit executive session. No votes were taken and no other matters were discussed while in executive session. The motion passed unanimously.

Motion by Highberger second by Matherly to adjourn the meeting at 11:10AM. The motion passed unanimously.

Jim Roberts
Oklahoma Funeral Board President