



# OKLAHOMA Funeral Board

## MINUTES OF A REGULAR MEETING

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

May 9, 2024

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### 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

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### MEETING PLACE: MEETING PLACE:

If attending in person at the physical location: Office of Chief Medical Examiner OKC, 921 N.E. 23<sup>rd</sup> Street Conference Room 1<sup>st</sup> 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 May 7, 2024 at 9:00AM. A copy of this agenda is available on the Funeral Board website at [www.ok.gov/funeral](http://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 Corbett to approve the April 11, 2024 Regular Board meeting minutes. The motion passed unanimously.

Christina Shipman with OKFDA provided the following update: the association has been fighting SB1602 and the bill is now dead but is tracking to see if the language will be in other bills with session almost over. The OKFDA Women's conference will be July 9-11 at the Edmond Convention Center.

Rowena Ehrman with OID provided the following update: OID is available to assist with storms and has various tips on the OID website as well as their consumer assistance division. If you are still looking to convert trusts into insurance, contact Rowena. The process takes around 6-8 weeks, so try to get it done early before the end of the year.

Regarding the matters for consideration: Motion to Enforce Consent Order, Order Regarding Motion to Enforce, or Scheduling Order: Complaints 23-16, 23-72, 24-08, and 24-20 Christopher Harrison, Funeral Director and Embalmer. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Davenport, Dunn, Highberger, and Matherly heard the case. Member Corbett and Roberts were recused from the case and they left the room.

After the presentation of the agreed upon Consent Order, motion by Highberger second by Matherly to accept the consent order. The consent order consisted of the following: The agreed violations were: failing to provide payment to a vendor within 90 days, failing to provide services or merchandise contracted for, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,000, restitution in the amount of \$500 for Complaint 24-08, Restitution in the amount of \$3,545, 20 hours of additional CE, 3 years of probation, \$1,250 costs. Complaint 23-72 was dismissed. The motion passed unanimously.

Motion by Highberger and second by Matherly to table Complaint 23-16. The motion passed unanimously.

Members Corbett and Roberts reentered the room.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (Original) Faith Ziegler, Stillwater, Baggerley, Edmond; Sherry Gray, Wilson, Alexander Gray, Wilson(EM only); Chia Minn Loo, Edmond, Mercer-Adams, Bethany; Carolyn Randolph, Elk City, Ray & Martha's, Hobart; Faith Alvarez, Edmond, Barnes & Friederich, MWC; Douglas Bevill, Jr., Cleveland, Chapman-Black, Cleveland (FD only). The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (1<sup>st</sup> extension) Robert Bethany, Catoosa, Rice, Catoosa; Reagan Crenshaw, Edmond, Baggerley, Edmond; Brittany Yeager, Weatherford, Lockstone, Weatherford. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (2nd Extension). Holland Dugdale, Glenpool, McClendon-Winters, Okmulgee; Nicole Albee, MWC, Corbett, OKC. The motion passed unanimously

Motion by Matherly second by Roberts to table the following: Funeral Director and/or Embalmer (Reciprocal), Brad Pingel, Texas (FD Only). The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original), Thomas Applegate, Wagoner; Dena Cassell, Chattanooga. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Funeral Director and/or Embalmer (Original), Chad Kaminski, Ada; Jessica Ramirez, Purcell (EM only). The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original), Jackson Williams, Tulsa (EM only). The motion passed unanimously.

Motion by Matherly second by Roberts to approve the following: Establishments, Kiesau-Lee FH, Clinton request to change FDIC from Brandon Lee to Troy Lee; DeArman's FH, Sulphur request to close establishment; DeArman's FH, Sulphur, New Establishment, DeArman Properties, Inc, Owner, Joe DeArman, FDIC, request for temporary location and exemptions per 59-396.2a(19). The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for April 2024 to be \$9,790.00 with \$979.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,083.19 and net income after expenses totaled -\$25,272.19.

2024 Legislative Session Bills- HB2959, this is the bill to extend the sunset of the Funeral Board for 3 years and it passed the Senate Committee and now waiting for it to be placed on the Senate Floor agenda

SB707, extends the time to file a death certificate from 3 days to 10 days. The Funeral Director was given 24 hrs to start the record and provide it to the medical certifier, 5 days for the medical certifier to complete the cause of death, and 4 additional days for the funeral director to review the information and submit the record for filing.

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 and is now dead.

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.

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 is still looking at various cremation statutes and rules and compiling a list.

Motion by Highberger second by Matherly to adjourn the meeting at 10:18AM. The motion passed unanimously.

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Jim Roberts  
Oklahoma Funeral Board President