

**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. 23<sup>rd</sup> Street  
Conference Room 1<sup>st</sup> Floor Oklahoma City, OK 73105.**

**DATE & TIME: October 10, 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 October 7, 2024 at 9:00AM. A copy of this agenda is available on the Funeral Board website at [www.oklahoma.gov/funeral](http://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](mailto: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
2. Swearing in and oath of office for newly appointed Board Member  
Bart Watkins of Vici
3. Approval of the September 12, 2024 Regular Board meeting minutes
4. Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion
5. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
6. Review complaints with possible vote for probable cause or other action
  - 25-07 Unprofessional Staff
  - 25-09 Next of Kin Issues
  - 25-10 Cremation Permit/Death Certificate Issues

## 25-11 Non-payment of Vendor

### 7. Matters for consideration: 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.

**7A. Complaint 25-01, Vondel L. Smith and Son Mortuary, Inc, OKC, Vondel L. Smith and Son Mortuary, Inc, OKC, Owner, Charles Trevor Smith, FD and EM, Derek Czajkoski, Newalla, FDIC. Member Matherly needs to recuse.**

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

#### A. Apprenticeship (Original)

1. Kirsten Kizer, Kellyville, Traditions F&CS, Kellyville
2. Sharari Adams, Idabel, Nunley's FH, Idabel (FD Only)
3. Tiffany Manley, Kingfisher, Sanders FH, Kingfisher
4. Samantha Horschler, Lawton, Asbury Mortuary, Lawton
5. Kathleen Salas Roldan, Tulsa, Schaudt's FS&C, Glenpool

6. Glenn Kias Palmer-Roberts, Guthrie, Bill Eisenhower FH, OKC (EM Only)
7. Aeryn Rekwart, Edmond, Ford FS, MWC

B. Apprenticeship (1st Extension)

1. Charles Grisham, Henryetta, Integrity FS, Henryetta
2. Kloie Clegg, Claremore, Rice FS, Claremore
3. Ariana Stevens-Mujica, OKC, Advantage F&CS, OKC

C. Apprenticeship (2<sup>nd</sup> Extension)

1. Lauren Sloan, Sapulpa, Smith FH, Sapulpa

D. Apprenticeship (3rd Extension)

1. Mathew Burch, Antlers, Serenity FS, Antlers

E. Funeral Director and/or Embalmer (Original)

1. Alpha Alex, OKC (EM Only)
2. Joshua Smith, Guthrie
3. Ruth Ewing, Bixby
4. Amy Borazjani, Weatherford (FD Only)
5. Chelsea Evans, Broken Arrow
6. Reagan Crenshaw, Edmond (EM Only)

F. Establishments

1. Whinery Funeral Service and Cremation Center, Elk City, New Establishment, Affordable, Inc., Owner, Elk City, Chris Whinery, FDIC, Elk City
2. Reynolds+Adamscrest Funeral Service, Tulsa, request to change name to Reynolds-Holz Cremation and Funeral Service

3. Ferguson Funeral Home, Chickasha, request to close
  4. Ferguson Funeral Home, Chickasha, new establishment, Ferguson & Son Funeral Home LLC, Owner, Chickasha, Christopher Ferguson, FDIC, Chickasha
  5. Grace Funeral Service LLC, Poteau, request to change name to Dowden-Roberts Cremation Center, LLC
  6. Dighton-Moore FS, Owasso, request to change FDIC from Deena Nickerson to Cynthia Ross
  7. Alternatives Cremation & Funeral Service, New Establishment, OKC, Alternatives Cremation and Funeral Service LLC, Owner, Richard Varner, FDIC
9. **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.
10. **Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:**
- A. Discussion and possible action to authorize the agency to begin the 2025 permanent rulemaking process, in consultation with legal counsel, to include revising rules including, but not limited to, OAC 235:10-3-2(11), 235:10-14-1, 235:10-15-3, and/or adding new rules
  - B. Discussion and possible action to authorize the agency to begin the 2025 legislative session bill making process, in consultation with legal counsel, in coordination with legislators, to include revising statutes including, but not limited to, §59-396.29, §59-396.30, and/or adding new statutes.
  - C. OAC 235:10-3-2(11) Transferability Rule Change of FDIC and/or Name Change application
  - D. Requirement of Specific Number of Caskets in Selection Room
  - E. Creation of Penalty Schedule for Complaints
  - F. Removal of Non-Payment of Vendor Complaints/Violation
  - G. NBE Administered by The Conference/Creation of State Administered Board Exam

- H. Additional Statute or rule change suggestions from Board Members and Board Staff
  - I. Committee report, committee discussion, and Board discussion for Updating Cremation Statutes and Rules
11. **Executive Director's Report**
- A. Agency Financial Update
12. **Adjournment**

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:  
**November 14, 2024. 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.**