

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: December 11, 2025 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 December 9, 2025 at 8:30AM. 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
2. Approval of the November 13, 2025 Regular Board meeting minutes
3. Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion
4. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
5. Oklahoma Department of Health Update from a Representative of OKDH, with possible discussion
6. Review complaints with possible vote for probable cause or other action

26-05 Next of Kin Issues
26-09 Next of Kin Issues
26-10 Overcharging
26-11 Personal Items Issue
26-12 Embalming Issues
26-13 Next of Kin Issues

26-14 Next of Kin Issues

26-18 Next of Kin Issues

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

A. Apprenticeship (Original)

1. Parker Brewer, Piedmont
2. Madisin Brown, Jay, Luginbuel FH, Vlnita
3. Kira Smiley, OKC, Ingram, Smith & Turner Mortuary, Yukon
4. Finley Ilshner, Edmond, Crawford FS, Edmond
5. Isabel Tavaréz, OKC, Barnes-Friederich & Pope FH, MWC
6. Jeri Birdtail, OKC, Barnes-Friederich & Pope FH, MWC
7. Kayla Dilworth, Yukon, OMS, OKC
8. Alexis Lund, OKC, Barnes-Friederich & Pope FH, MWC
9. Lynnette Bryant, Guthrie, Smith & Kernke FD, OKC
10. Trey Eschiti, Hobart, Ray & Martha's FH, Hobart

B. Apprenticeship (1st Extension)

1. Samuel Rabuck, Lawton, Becker-Rabon FH, Lawton (FD Only)
2. Elizabeth Gorman, Edmond, Memorial Park FH, OKC
3. Chance Fox, OKC, OK Cremation & FH, OKC
4. Shelby Dorsey, Tulsa, Rice FS&CC, Claremore

C. Funeral Director Assistant (Original)

1. Jenna Beckwith, Sawyer, Miller & Miller FH, Hugo
2. LaTonya McGee, OKC, OK Cremation & FH, OKC

3. Christopher Petroff, Elgin, Becker-Rabon FH, Lawton
4. Mya Jones, Pocola, Holt F&C, Poteau

D. Funeral Director and/or Embalmer (Reciprocal)

1. Teresa Givan, Texas

E. Funeral Director and/or Embalmer (Original)

1. Madelynn Holuby, Henryetta (FD Only)
2. Holland Dugdale, Okmulgee (FD Only)
3. Laci Duffy, Enid
4. Robert Dingler, Durant (FD Only)
5. Courtney Maine, Pauls Valley (EM Only)

F. Establishments

1. Brown-Dugger FH, Perry, request to change FDIC from Rebecca Raines to Christina Noelle
2. Dugger FH, Garber, request to change FDIC from Rebecca Raines to Christina Noelle
3. Dugger FH, Billings, request to change FDIC from Rebecca Raines to Christina Noelle
4. DeArman's Funeral Home, Sulphur, request to close establishment (2056ES)
5. Smith-Parks FS, Harrah, request to close establishment
6. Asa Smith Funeral Service, Harrah, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Robert Ferris, FDIC
7. Kincannon FH & CS, Altus, request to close establishment

8. Kincannon Funeral Home & Cremation Service, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Perry Simpson, FDIC
9. Parks Brothers FS, Chandler, request to close establishment
10. Parks Brothers Funeral Service Chandler, Chandler, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Patricia Gonzalez-Carter, FDIC
11. Parks Brothers FS, Meeker, request to close establishment
12. Parks Brothers Funeral Service Meeker, Meeker, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Jerel Johnson, FDIC
13. Parks Brothers FS, Prague, request to close establishment
14. Parks Brothers Funeral Service Prague, Prague, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Jerel Johnson, FDIC
15. Parks Brothers FS, Stroud, request to close establishment
16. Parks Brothers Funeral Service Stroud, Stroud, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Erin Bradley, FDIC
17. Southhaven FS, Purcell, request to close establishment
18. Southhaven Funeral Services, Purcell, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, Kevin Montgomery, FDIC
19. Tribute Memorial Care, Norman, request to close establishment
20. Tribute Memorial Care, Norman, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, John Davenport, FDIC
21. Tribute Memorial Care Southwest, Tuttle, request to close establishment
22. Tribute Memorial Care Southwest, Tuttle, New Establishment, PLC-OK Assets, LLC, Delaware, Owner, John Davenport, FDIC
23. Wooster FH & CS, Pauls Valley, request to change FDIC from Charles Wooster to Courtney Maine

24. Wooster FH & CS, Elmore City, request to change FDIC from Charles Wooster to Courtney Maine
25. Buchanan FS, OKC, request to close establishment
26. Crawford Buchanan Funeral & Cremation Service, OKC, New Establishment, Crawford Family Funeral OKC LLC, Owner, Marcus Crawford, FDIC
27. Wilson FH, El Reno, request to change FDIC from Kennedy Winter to Marcus Crawford

G. Crematories

1. Parks Brothers Cremation Center of Oklahoma, Prague, request to close crematory
2. Parks Brothers Cremation Center of Oklahoma, Prague, New Crematory, PLC-OK Assets, LLC, Delaware, Owner, Jerel Johnson, FDIC
3. Southhaven Crematory, Purcell, request to close crematory
4. Southhaven Crematory, Purcell, New Crematory, PLC-OK Assets, LLC, Delaware, Owner, Kevin Montgomery, 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.

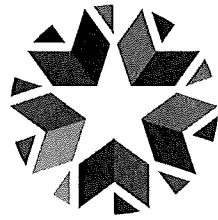
9. Executive Director's Report

A. Agency Financial Update

10. Adjournment

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **January 8, 2026. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

November 13, 2025

BOARD MEMBERS

Tom Coble
Darin Corbett
John Davenport
Brent Matherly
Jeremy Sparks
Bart Watkins

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 November 10, 2025 at 12:30PM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

President Matherly called the meeting to order at 10AM. Members Coble, Corbett, Davenport, Matherly, Sparks, and Watkins were present. Member Dunn was absent. A quorum was always present.

Motion by Sparks second by Watkins to approve the October 9, 2025 Regular Board meeting minutes. The motion passed unanimously.

Dustin Pierce with OKFDA reported that the last call CE classes will be December 7th and 8th at Barnes Friederich in Midwest City for 6 hours and is free for members. OKFDA membership renewals have been mailed and if you have not received them, contact OFKDA.

Lorie Jones with OID reported that if any funeral home is doing any type of pre-need business, they need a permit and contact OID to get the permit.

Ameyka Pittman with OKDH informed the Board that the Health Dept emails weekly communications, if you do not receive those or if you are having issues with doctors, please contact them.

Regarding the matters for consideration: Consent Order, Scheduling Order, or Hearing: Complaint 24-16, Brown-Winters Funeral Home & Cremation Services, Miami, Family Service Group, Okmulgee, Owner, Jeffery Brown, Miami, FDIC.; Complaint 25-34, Brown-Winters Funeral Home & Cremation Services, Miami, Family Service Group, Okmulgee, Owner, Jeffery Brown, Miami, FDIC, Tyler Johnson, Funeral Director, Commerce. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Sparks, and Watkins heard the case. Member Matherly was recused from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Watkins second by Davenport to accept the consent order. The consent order consisted of the following: The agreed violations were: failure to obtain a cremation permit prior to cremation, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: dismissal of Complaint 24-16, Administrative Penalty of \$2,500, Mr. Johnson shall complete an additional 12 hours of CE, Mr. Brown shall complete an additional 12 hours of CE, Mr. Johnson's FD license is on probation for 2 years, and Costs of \$500. The motion passed unanimously with member Sparks abstaining.

Regarding the matters for consideration: Consent Order, Scheduling Order, or Hearing: Complaint 23-16, Heritage Funeral Home and Cremation Services, LLC, Christopher Harrison, Funeral Director and Embalmer, OKC.; Complaint 25-05, Central Oklahoma Heritage Funeral Directors LLC, OKC, Central Oklahoma Heritage Funeral Directors LLC, Owner, Kristi Harrison, OKC, FDIC.; Complaint 25-14, Central Oklahoma Heritage Funeral Directors LLC, OKC, Central Oklahoma Heritage Funeral Directors LLC, Owner, Kristi Harrison, OKC, FDIC.; Complaint 25-17, Central Oklahoma Heritage Funeral Directors LLC, OKC, Central Oklahoma Heritage Funeral Directors LLC, Owner, Kristi Harrison, OKC, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Corbett, Davenport, Dunn, Sparks, and Watkins heard the case. Member Matherly was recused from the case and he was already out of the room.

Motion by Corbett second by Davenport to table all of these and set a special meeting for January 2026. The motion passed unanimously.

Member Matherly reentered the room.

Motion by Coble second by Davenport to table the following: Apprenticeship (Original) Parker Brewer, Piedmont. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (Original) Shelby Morgan, Piedmont, Sanders FS, Kingfisher; Jade Chase, Edmond, Smith & Kernke FD, OKC; Kylar Graham, OKC, Crawford Family F&CS, OKC; Tessa Hooper, Edmond, John M. Ireland & Son FH&C, Moore; Bryn Early, Yukon, Ingram, Smith & Turner Mortuary, Yukon. The motion passed unanimously.

Motion by Coble second by Davenport to deny the following: Apprenticeship (1st Extension). Amy Adams, Edmond, Matthew's FH&CS, Edmond. The motion passed unanimously.

Motion by Coble second by Sparks to approve the following: Apprenticeship (1st Extension). Alaina Stegall, Edmond, Matthew's FH&CS, Edmond; Kaci Pembroke, Enid, Brown-Cummings FH, Enid; Autumn Green, Mustang, OMS- OKC; Sabrina King, Jenks, Smith FH, Sapulpa; Nicole Haynie, Tulsa, Floral Haven FH, Broken Arrow; Erika DuPree, Lawton, Lawton Ritter Gray FH, Lawton. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (2nd Extension). Charles Grisham, Henryetta, Integrity FS, Henryetta. The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Funeral Director Assistant (Original), Jenna Beckwith, Sawyer, Miller & Miller FH, Hugo; LaTonya McGee, OKC, OK Cremation & FH, OKC; Christopher Petroff, Elgin, Becker-Rabon FH, Lawton. The motion passed unanimously.

Motion by Coble second by Sparks to approve the following: Funeral Director Assistant (Original), Andrew Horton, Stigler, Mallory-Martin FH, Stigler; Kevin Clouse, Cushing, Matherly-Davis FH, Cushing; Haley Sitton, Hominy, Chapman-Black FH, Cleveland; Kye Peterson, Edmond, Baggerley FH, Edmond. The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Funeral Director and/or Embalmer (Reciprocal), Teresa Givan, Texas. The motion passed unanimously.

Motion by Coble second by Sparks to table the following: Funeral Director and/or Embalmer (Original), Madelynn Holuby, Henryetta (FD Only); Holland Dugdale, Okmulgee (FD Only); Laci Duffy, Enid (FD Only). The motion passed unanimously.

Motion by Coble second by Sparks to approve the following: Funeral Director and/or Embalmer (Original), RayLynn Blanton, Yukon; Trinady Smith, Alva; Kari Norberto, Cyril; Quade Varner, OKC (FD Only); Jeremy Fairres, Okemah. The motion passed unanimously.

Motion by Coble second by Sparks to approve the following: Establishments, Resthaven FH, OKC, request to change FDIC from Michael Kelly to Shelby Wallis; Moore's Memory Chapel, Tulsa, request to close; Simplicity Burial & OK Cremation Centers, Tulsa, request to change FDIC from Jason Mayes to Christopher Powers; Simplicity Burial & OK Cremation Centers, Glenpool, request to change FDIC from Jason Mayes to Christopher Powers; Kincannon FH, Altus, request to change FDIC from Thomas Durman to Perry-Michelle Simpson; Primrose Funeral Service, Norman, new establishment, SCI Oklahoma Funeral Services, Inc., Owner, Roger Allen, FDIC; DeArman Funeral Home, Sulphur, new establishment, DeArman Properties, Inc., Owner, Joe DeArman, FDIC; Our Lady of Angels, OKC, request to change FDIC from Sarah Blank to Rubith Lujan. The motion passed unanimously.

There was no new business

2026 Licensee Renewals-Mr. Stiles reported that establishment renewals have been mailed out and have already received several back! Individual renewals are online again this year and staff is working with THENTIA to put the Funeral Director Assistant renewals online.

Agency Financial update- Mr. Stiles reported gross receipts for October 2025 to be \$8,192.50 with \$819.25 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$39,365.03 and net income after expenses totaled - \$31,991.78

Motion by Coble second by Sparks to adjourn the meeting at 10:17AM. The motion passed unanimously.

Brent Matherly
Oklahoma Funeral Board President