MINUTES OF A REGULAR MEETING

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

February 13, 2025

BOARD MEMBERS	STAFF
Tom Coble	Rochelle Covington
Darin Corbett	Tyler Stiles
Glenn Dunn	Kylie Cooper, AAG
John Davenport	
Brent Matherly	
Jim Roberts	

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 February 10, 2025 at 10:30AM. 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, Dunn, Matherly, and Roberts were present. Member Watkins was absent. A quorum was always present.

Motion by Davenport second by Corbett to approve the January 9, 2025 Regular Board meeting minutes. The motion passed unanimously.

Motion by Davenport second by Corbett to approve the January 29, 2025 Special Board meeting minutes. The motion passed unanimously.

OKFDA was not present at the meeting and no update was provided.

Lorie Jones with OID provided the following report: Annual reports are due March 15 but you can submit prior to that date. There has been an update to the instructions on filing, so please review. Reports do auto-populate information but please proofread the contact information.

Motion by Roberts second by Davenport to dismiss complaint 24-23 regarding Holding Body for Payment Issues. The motion passed unanimously.

Motion by Roberts second by Coble to dismiss complaint 25-18 regarding Contract Issues. The motion passed unanimously.

Motion by Roberts second by Matherly to dismiss complaint 25-20 with a letter of concern regarding Non-Payment of Vendor Issues. The motion passed unanimously.

Motion by Coble second by Davenport to find probable cause on complaint 25-21 regarding Non-Payment of Vendor. The motion passed unanimously.

Motion by Dunn second by Davenport to find probable cause on complaint 25-22 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Roberts second by Dunn to dismiss complaint 25-23 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Dunn second by Coble to dismiss complaint 25-24 regarding Management Issues. The motion passed unanimously.

Motion by Roberts second by Dunn to dismiss complaint 25-25 regarding Contract/Funeral Issues. The motion passed unanimously.

Motion by Dunn second by Coble to dismiss complaint 25-26 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (Original) Tyler Johnson, Commerce, Brown-Winters FH&CS, Miami (EM Only); Katherine Johnson, Wellston, Smith-Parks Bros FS, Harrah; Amber Howard, Claremore, Ray Fransisco, Tulsa (EM Only). The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (1st Extension). Laci Duffy, Enid, Anderson-Burris FH&C, Enid; Alexander Marshall, Alva, Marshall FH, Alva. The motion passed unanimously.

Motion by Coble second by Dunn to approve the following: Apprenticeship (2nd Extension). Natalee Pryor, Edmond, Matthews FH, Edmond; Megan Thackery, Bixby, OMS- Tulsa; Brittany Roe, Moore, Bill Eisenhour FH, OKC; Lorna Schofield, Park Hill, Reed-Culver FH, Tahlequah. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (3rd Extension). Caitlin Snell, Rose, Shipman's F&CS, Pryor (FD Only). The motion passed unanimously.

Motion by Coble second by Dunn to approve the following: Funeral Director and/or Embalmer (Reciprocal), Don Wright, Texas. The motion passed unanimously.

Motion by Coble second by Dunn to approve the following: Funeral Director and/or Embalmer (Original), Jackie Burch, Antlers (FD Only); Perry-Michelle Simpson, Noble; Trysta Kershner, Marietta; Rodd Avry Wood, Shawnee; Robert Wood, Sallisaw (FD Only); Emily Eastman, Broken Arrow (FD Only); Kenslie Villoni, Tulsa; Lilly Close, Copan (FD Only); Randi Martin, Sapulpa (FD Only). The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Funeral Director and/or Embalmer (Original), Brennon Goforth, Stillwater; Grayson Axsom, Atoka; Shayla King, Henryetta (FD Only). The motion passed unanimously.

Motion by Coble second by Dunn to approve the following: Establishments, Advantage F&CS South, OKC, request to change FDIC from Jeremy Sparks to Dana Bradford; Bill Merritt FS, Bethany, request to change FDIC from Debra Wilkerson to Jeremy Sparks; Rice FS and Cremation Care Plus, Catoosa, request to change FDIC from Harlea Walker to Danilo Gaton; Luginbuel's S. Grand Lakes FH, Langley, request to change FDIC from Joseph Faulkner to Andrew Haire;
Luginbuel FH, Vinita, request to change FDIC from Joseph Faulkner to Andrew Haire. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Crematories, Affordable Cremation Service-West Crematory, Elk City, New Crematory, Affordable, Inc, Owner, Christopher Whinery, Elk City, FDIC; Dowden-Roberts Cremation Center, LLC, Poteau, New Crematory, Dylan Roberts, Heavener, FDIC. The motion passed unanimously.

AAG Kylie Cooper requested that each Board member be in attendance for the March meeting due to anticipated conflicts.

Agency Financial update- Mr. Stiles reported gross receipts for January 2025 to be $68,112.00 with $6,811.20 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled $32,324.93 and net income after expenses totaled $28,975.87

2025 Legislative Session Bills- A new session has started and staff is tracking numerous bills this session. Many of the bills have not been heard at this time.

> HB1029, by Rep. Kendrix, Extends the sunset of the Funeral Board by 1 year. Passed from committee.

HB1365, by Rep. Culver, Adjusts qualifying examinations to add the State exams. Passed from committee.

HB1688, by Rep. Roe, Allows for minor changes to Death Certificates within 1 year. Was not heard in committee but staff will keep tracking.

HB1878, by Rep. Lepak, This is a shell bill that creates the quicker release of a body for cremation act.

HB2035, by Rep. Archer, exempts agreements for transportation of human remains. This bill was withdrawn from committee but staff will keep tracking.

HB2172, by Rep. Pfeiffer, extends the sunset of the Funeral Board. This was a staff request bill to ensure that the Board gets their sunset extended.

HB2173, by Rep. Pfeiffer, creates requirements regarding cremation, OFB request bill.

HB2174, by Rep. Pfeiffer, creates the Funeral Director Assistant license, OFB request bill.

HB2286, creates the Funeral Director Assistant license, OFB request bill.

HB2922, by Rep. Pittman, increases the time frame a death certificate can be amended due to clerical errors from 60 days to 180 days.

HB2926, by Rep. Pittman, modifies the vendor payment rules. This was not a OFB request even though it was previously discussed.

SB559, by Sen. Bergstrom, casket bill that allows anyone to sell a casket, this was being heard in committee at the time of the Funeral Board meeting.

Motion by Coble second by Davenport to adjourn the meeting at 10:29AM. The motion passed unanimously.

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Brent Matherly
Oklahoma Funeral Board President