



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

July 10, 2025

BOARD MEMBERS

Tom Coble
Darin Corbett
John Davenport
Glenn Dunn
Brent Matherly

STAFF

Rochelle Covington
Tyler Stiles
Kylie Cooper, 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 July 8, 2025 at 9:45AM. 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, and Matherly were present. Member Watkins was absent. A quorum was always present.

Motion by Davenport second by Coble to approve the June 12, 2025 Regular Board meeting minutes. The motion passed unanimously with member Matherly abstaining.

Dustin with OKFDA informed the Board that OKFDA is hosting tours at Lifeshare in OKC each month for 1 hour of CE. There have been great turnouts previously with 15-25 people that typically attend. The Women's Conference will be July 20-21. Fall meetings will start in September.

Rowena with OID informed the Board that name changes need to be sent to OID within 30 days, or a fine can be assessed. RIS Services has a section on the OID website where this information can be sent.

Christen with OKDH informed the Board that there have been delays in processing with the new ROVER but most of the delays have been caught up. There will be additional updates in the coming weeks. If there are any issues, please contact the Health Dept. 86% of Medical Certifiers are in the new system from the old system.

Motion by Coble second by Davenport to approve the following: Apprenticeship (Original) Alejandra Guzman, OKC, Mercer-Adams FS, Bethany; Kaci Pembroke, Enid, Brown-Cummings FH, Enid; Rachel Stuck, Edmond, Smith & Kernke FD, OKC; Regan Sager, Broken Arrow, Hayhurst FH, Broken Arrow; Donald McHugh, Edmond, Mercer Adams, Bethany. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (1st Extension). Kanisha Pankratz, Woodward, Billings FH, Woodward; Alec Richardson, Cyril, Becker-Rabon FH, Lawton; Emmaline Kuhn, Edmond, Smith & Kernke FH, OKC. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (2nd Extension). Ainsley Butterfield, Plano, TX, Hahn-Cook/Street & Draper, OKC; McKailyn Boice, Duncan, Whitt FH, Duncan; Kari Norberto, Cyril, Comanche Nation FH, Lawton. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Funeral Director Assistant (Original), Adam Crase, Sperry, Sien-Shelton FH, Skiatook; Daniel Chamberlin, Bixby, Moore FH, Tulsa. The motion passed unanimously.

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

Motion by Coble second by Davenport to approve the following: Funeral Director and/or Embalmer (Reciprocal), Kenneth Douglas, Louisiana. The motion passed unanimously.

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

Motion by Coble second by Davenport to table the following: Funeral Director and/or Embalmer (Original), Sarah Brown, Bartlesville. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Establishments, Brown Funeral Home & Cremations, Broken Arrow, request to change name to Brown's Funeral & Cremation Service; Brown Funeral Home & Cremations, Coweta, request to change name to Brown's Funeral & Cremation Service; McElyea & Owens Funeral Group, Shawnee, request to change FDIC from Michael McElyea to Robert Owens; Roberts and Son FH, Blackwell, request to temporarily change FDIC from James Roberts III to Michael McElyea. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Crematories, McElyea & Owens Cremation Services, Shawnee, request to change FDIC from Michael McElyea to Robert Owens. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for June 2025 to be \$14,305.00 with \$580.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$37,612.12 and net income after expenses totaled -\$23,887.62

Motion by Corbett second by Coble to reelect Brent Matherly as Board President. The motion passed unanimously with member Matherly abstaining.

Motion by Corbett second by Matherly to reelect Tom Coble as Board Vice-President. The motion passed unanimously with member Coble abstaining.

Motion by Coble second by Corbett to adjourn the meeting at 10:13AM. The motion passed unanimously.

Brent Matherly
Oklahoma Funeral Board President