



MINUTES OF A REGULAR MEETING

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

October 9, 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 October 7, 2025 at 9:00AM. 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, Davenport, Dunn, Matherly, Sparks, and Watkins were present. Member Corbett was absent.. A quorum was always present.

Motion by Watkins second by Sparks to approve the September 11, 2025 Regular Board meeting minutes. The motion passed unanimously with member Coble abstaining.

Dustin with OKFDA informed the Board Celebrant training will be held in November. The State exams will be available starting November 1. Last call CE will be December 7-8 at Barnes Friederich FH in Midwest City for 6 hours.

Rowena Ehrman with OID informed the Board that permits are due December 31 and you are able to send them up to 90 days prior. For any questions, call OID.

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.

Motion by Davenport second by Matherly to find probable cause on complaint 26-01 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Watkins second by Coble to dismiss complaint 26-02 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Sparks second by Dunn to dismiss complaint 26-03 regarding Overcharging issues. The motion passed unanimously.

Motion by Watkins second by Sparks to find probable cause on complaint 26-04 regarding Cremation issues. The motion passed unanimously.

Motion by Sparks second by Coble to dismiss complaint 26-06 regarding Cremation/Overcharging issues. The motion passed unanimously.

Regarding the matters for consideration: Order of Dismissal: Complaint 25-06, Brown's Funeral Service, Inc, Coalgate, Brown's Funeral Service, Inc, Atoka, Owner, William Stephens, Atoka, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Coble, Davenport, Dunn, Sparks, and Watkins heard the case. Member Matherly was recused from the case and he left the room.

After the presentation of the proposed Order to Dismiss, motion by Davenport second by Sparks to enter executive session. The motion passed unanimously.

Motion by Sparks second by Dunn to exit executive session. No other matters were discussed and no votes were taken while in executive session. The motion passed unanimously.

Motion by Davenport second by Coble to accept the Dismissal. The motion failed unanimously.

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.; 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, 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 Sparks second by Davenport to table all of these. The motion passed unanimously.

Member Matherly reentered the room.

Motion by Coble second by Sparks to approve the following: Apprenticeship (Original) Stephanie Winston, OKC, Temple & Sons FD, OKC (FD Only); Diandra Delso, Broken Arrow, Hayhurst FH, Broken Arrow; Linda Dunbar, Lawton, Lawton Ritter Gray FH, Lawton. The motion passed unanimously.

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 table the following: Apprenticeship (1st Extension). Amy Adams, Edmond, Matthew's FH&CS, Edmond. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (1st Extension). Jessica Martin, Hobart, Peoples Cooperative FH, Lone Wolf; Gabriella Hudspeth, Yukon, Ingram, Smith & Turner Mortuary, Yukon; Hailey Fahey, MWC, Smith-Parks Bros. FS, Harrah; Amber Howard, Claremore, Ray Fransisco Embalming Service, Tulsa; Glenn Kias Palmer-Roberts, Guthrie, Bill Eisenhour FH, OKC (EM Only). The motion passed unanimously.

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

Motion by Coble second by Davenport to approve the following: Apprenticeship (2nd Extension). Ariana Stevens-Mujica, OKC, Bill Eisenhour FH, OKC. The motion passed unanimously.

Motion by Coble second by Sparks to approve the following: Funeral Director Assistant (Original), Philip McGehee, Poteau, Evans & Miller FH, Poteau. 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. The motion passed unanimously.

Motion by Coble second by Davenport to deny 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), Madelynn Holuby, Henryetta (FD Only); Holland Dugdale, Okmulgee (FD Only); RayLynn Blanton, Yukon. The motion passed unanimously.

Motion by Coble second by Davenport to deny the following: Funeral Director and/or Embalmer (Original), Chia Minn Loo, OKC. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Funeral Director and/or Embalmer (Original), Lauren Sloan, Sapulpa (FD Only); Brittany Yeager, Weatherford. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Establishments, Smart Cremation of Oklahoma, Tulsa, New Establishment, Smart Cremation of Oklahoma LLC, Walter Still, FDIC; Dowden-Roberts Cremation Center, Poteau, request to change name to Dowden-Roberts Funeral & Cremation Center. The motion passed unanimously.

There was no new business

Motion by Watkins second by Sparks to approve the proposed Board meeting schedule for 2026 and approve those meetings for CE. The meetings will be the second Thursday of each month. The motion passed unanimously.

Agency Financial update- Mr. Stiles reported gross receipts for September 2025 to be \$4,612.50 with \$461.25 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$42,866.74 and net income after expenses totaled -\$38,715.49

Motion by Coble second by Sparks to adjourn the meeting at 11:12AM. The motion passed unanimously.

Brent Matherly
Oklahoma Funeral Board President