



MINUTES OF A REGULAR MEETING

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

July 9, 2026

BOARD MEMBERS

Darin Corbett
John Davenport
Glenn Dunn
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 July 7, 2026 at 12:15PM. 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 Corbett, Davenport, Dunn, Matherly, and Sparks were present. Members Coble and Watkins were absent. A quorum was always present.

Motion by Sparks second by Davenport to approve the June 11, 2026 Regular Board meeting minutes. The motion passed unanimously.

Dustin Pierce with OKFDA reported that the Women's conference currently has 34 ladies signed up to attend, which is an increase from previous years. Fall meetings will start in September and last call CE will be in December.

OID did not provide an update.

The Health Department did not provide an update.

Motion by Matherly second by Davenport to find probable cause on complaint 26-41 regarding Non-Payment of Vendor. The motion passed unanimously.

Motion by Matherly second by Davenport to find probable cause on complaint 26-61 regarding Cremation and Death Certificate Issues. The motion passed unanimously.

Motion by Sparks second by Davenport to dismiss complaint 26-63 regarding Next of Kin Issues. The motion passed unanimously.

Motion by Sparks second by Davenport to dismiss complaint 26-64 regarding Embalming Issues. The motion passed unanimously.

Motion by Davenport second by Sparks to dismiss, due to lack of jurisdiction, complaint 26-65 regarding Insurance Policy Issues. The motion passed unanimously.

Motion by Sparks second by Matherly to dismiss complaint 26-66 regarding Harassing Funeral Director. The motion passed unanimously.

Motion by Dunn second by Sparks to dismiss, due to lack of jurisdiction, complaint 26-67 regarding Headstone Issues. The motion passed unanimously.

Motion by Matherly second by Davenport to find probable cause on complaint 26-69 regarding Non-Payment of Vendor Issues. The motion passed unanimously.

Regarding the matters for consideration: Consent Order, Hearing, Motion to Enforce, or Scheduling Order: Complaints 25-13 and 25-42, Pollard Funeral Home, OKC, Pollard Funeral Home, Inc, Charles Pollard II, FDIC, Bayley Foster, Individual. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Corbett, Dunn, Matherly, and Sparks heard the case. Members Davenport was recused from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Sparks second by Dunn to enter executive session. The motion passed unanimously.

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

Motion by Sparks second by Matherly to approve the Consent Order. The Consent Order reflected Respondents agree to an \$10,000 administrative penalty, proof of restitution to the family in 25-13, restitution to the family in complaint 25-42 in the amount of \$1,500, FDIC to obtain 12 additional hours of CE with 6 of those regarding FTC, \$1,000 Costs. The motion passed unanimously.

Member Davenport reentered the room.

No action taken regarding Appointment of Hearing Officer and Recusal and Disqualification of Board Members for Complaint 26-08, Alpha & Omega Mortuary Service and Crematory, OKC, Stillwell Limited, Inc. OKC, Heather Squires, FDIC

No action taken regarding Appointment of Hearing Officer and Recusal and Disqualification of Board Members for Complaint 26-15, Alpha & Omega Mortuary Service and Crematory, OKC, Stillwell Limited, Inc. OKC, Heather Squires, FDIC

Motion by Davenport second by Dunn to approve the following: Apprenticeship (Original) Zoe Wood, Union City, Huber-Benson FH, El Reno; Kristopher McCune, Broken Bow, Bunch-Singleton FH, Broken Bow; Haley Sitton, Hominy, Chapman-Black FH, Cleveland (EM Only); Avalon Clark, Tahlequah, Reed-Culver FH, Tahlequah; Tatum Silva, Garber, Anderson-Burris FH&C, Enid; Alysha Minniear, Tulsa, Butler-Stumpff & Dyer Cremation Society of OK, Tulsa (EM Only); Jessica Ward, Woodward, Billings FH, Woodward; Kinesey Sherman, Edmond, Chapel Hill FH, OKC. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Apprenticeship (1st Extension). William Dickson, Skiatook, Sien-Shelton FH, Skiatook; Alejandra Guzman, OKC, Mercer-Adams FS, Bethany; Rachel Stuck, Edmond, Smith & Kernke FD, OKC. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Apprenticeship (2nd Extension). Kanisha Pankratz, Woodward, Billings FH, Woodward. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Funeral Director Assistant (Original), Brandy Jeffreys, McAlester, Chaney-Harkins FH, McAlester, Raven Benson, McAlester, Bishop FS&C, McAlester. The motion passed unanimously.

Motion by Davenport second by Dunn to table the following: Funeral Director Assistant (Original), Thaddeus Kassheimer, Ringling, Alexander Gray FH, Wilson. The motion passed unanimously.

Motion by Davenport second by Sparks to approve the following: Funeral Director Assistant (Original), Patrick Hamilton, Bixby, Schaudt's Glenpool-Bixby FS&CC, Glenpool; Angela Willoughby, Garvin, Clardy FS, Idabel; Joe Lessert, Ponca City, Trout FH&C, Ponca City. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Funeral Director and/or Embalmer (Original), Alec Richardson, Cyril (FD Only); NeKiesha Flowers, MWC (FD Only). The motion passed unanimously.

Motion by Davenport second by Dunn to table the following: Funeral Director and/or Embalmer (Original), Kaleb Biglow, Muskogee (FD Only). The motion passed unanimously.

Motion by Davenport second by Sparks to table the following: Establishments, Walker Funeral & Cremation Service, Shawnee, request to change name to Riley-Walker Funeral Service & Crematory. The motion passed unanimously.

Motion by Davenport second by Sparks to approve the following: Establishments, Thomas & Chenoweth Funeral Home, Welch, request to close establishment; Brown-Winters Funeral Home and Cremation Services, Welch, new establishment, Family Service Group, LLC, owner, Jason Winters, FDIC; Comanche Nation Funeral Home, Lawton, request to change FDIC from Sharlene Eschiti to Kari Norberto; Rice Funeral Service & Cremation Center, Claremore, request to change FDIC from Danilo Gaton to Preston Childress; Rice Funeral Service & Cremation Care +, Catoosa, request to change FDIC from Danilo Gaton to Preston Childress; Resthaven Funeral Home, Shawnee, request to change FDIC from Roger Allen to Ruth Leach; Mercer-Adams Funeral Service, Bethany, request to close establishment; Mercer-Adams Funeral Service, Bethany, new establishment, PLC-OK Assets, LLC, Owner, Timothy Adams, FDIC. The motion passed unanimously.

Motion by Sparks second by Davenport to table the following: Crematories, Riley-Walker Crematory, Shawnee, new crematory, Transitional Services, LLC, Owner, Mark Riley, FDIC. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Crematories, Trout Funeral Home & Crematory, Ponca City, request to change FDIC from Preston Childress to Douglas Michael Phenix; Green Country Cremation Center, Sapulpa, request to change of FDIC from Robert Bethany to Preston Childress. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for June 2026 to be \$9,005.00 with \$850.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,067.77 and net income after expenses totaled -\$25,913.27

Motion by Sparks second by Corbett to elect John Davenport as Board President for FY 27. The motion passed unanimously.

Motion by Dunn second by Davenport to elect Jeremy Sparks as Board Vice-President for FY 27. The motion passed unanimously.

Motion by Dunn second by Sparks to adjourn the meeting at 10:24AM. The motion passed unanimously.

John Davenport,
Oklahoma Funeral Board President