



MINUTES OF A REGULAR MEETING

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

September 10, 2026

BOARD MEMBERS

Darin Corbett
John Davenport
Glenn Dunn
Brent Matherly
Jeremy Sparks

STAFF

Rochelle Covington
Tyler Stiles
Kylie Cooper, AAG
John Dewey, 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 September 8, 2026 at 1:30PM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

President Davenport 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 Matherly to approve the August 13, 2026 Regular Board meeting minutes. The motion passed unanimously with member Corbett abstaining.

Dustin with OKFDA reported that starting September 29, OKFDA will start their district meetings. The meetings will provide 1 hour of CE. Celebrant training will be November 10-12 at the OKFDA office. Membership renewals will be sent out October 1.

Rowena with OID reported that it is permit time! Applications for 2027 will begin October 1 and to make sure you are registered with the Secretary of State.

Kevin Gille with the Health Dept reported that they will have more webinars the week of September 14th.

Tim Dwyer with the M.E. reported that the M.E's office is having budget issues that they are working through. 66% of the agency funds are from appropriations and 27% come from permits. The agency received a grant from the Health Department and with the reduction of salaries, the agency is now in the red \$81,000. Some staff members have left the agency and this has impacted turnaround time for permits from 5 hours to 14 hours.

UCO has 250 majors campus wide and the Funeral Service Department has 72 students in Orientation between the two Orientation classes this semester. October 13, UCO will have a job fair from 11-1.

Motion by Davenport second by Matherly to dismiss complaint 26-43 regarding Merchandise Issues. The motion passed unanimously.

Motion by Davenport second by Sparks to dismiss complaint 26-55 regarding Decedent Tracking Issues. The motion passed unanimously.

Motion by Matherly second by Dunn to dismiss complaint 26-58 regarding Misleading Advertising Issues, with a letter of concern. The motion passed unanimously.

No action was taken on complaint 26-62.

Motion by Matherly second by Dunn to dismiss complaint 26-68 regarding Embalming Authorization Issues. The motion passed unanimously.

Motion by Dunn second by Davenport to dismiss complaint 27-01 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Dunn second by Sparks to dismiss complaint 27-03 regarding Next of Kin Issues. The motion passed unanimously.

Motion by Sparks second by Dunn to dismiss complaint 27-09 regarding Cremated Remains Issue. The motion passed unanimously.

Regarding the matters for consideration: Consent Order, Hearing, Motion to Enforce, or Scheduling Order: Complaint 26-04 Affordable Cremation Service, OKC, Beacon Funeral Partners (Oklahoma) LLC, Owner. The prosecution was represented by Kylie Cooper, AAG. John Dewey, AAG, was the Board's legal advisor. Members Corbett, Dunn, Davenport, Matherly, and Sparks heard the case. Member Watkins was the probable cause member and was not present at the meeting.

Motion by Matherly second by Corbett to approve the Consent Order. The consent order consisted of the following: The agreed violations were: Material misrepresentation, failure to provide merchandise or services contracted for, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,500, and Costs of \$500. The motion passed unanimously.

Motion by Davenport second by Dunn to approve the following: Apprenticeship (Original) Mathew Burch, Antlers, Serenity FS, Antlers (EM Only); Grace Riley, Muskogee, Matthew's FH&CS, Edmond (8/21); Lindsey Keel, Norman, Bill Eisenhower FH, OKC; Arabella Owsley, Spencer, Bill Eisenhower FH, OKC; Denney Hawksworth, Edmond, Matthew's FH&CS, Edmond. Apprenticeship (2nd Extension) Kathleen Salas Roldan, Tulsa, Schaudt's Glenpool-Bixby FS & CCC, Glenpool (8/18); Lexus Stephenson, OKC, Mercer-Adams FS, Bethany; Angela Quinlan, McAlester, Chaney Harkins FH, McAlester (FD Only) (8/20). Apprenticeship (3rd Extension) Alexandria Nimsey, Tulsa, Bixby-South Tulsa FS&C, Bixby. Funeral Director Assistant (Original). Thaddeus Kassheimer, Ringling, Alexander Gray FH, Wilson (9/1). Funeral Director and/or Embalmer (Original) Tyler Robbins, Bartlesville (FD Only) (9/1); Tabitha Brown, Stillwater (EM Only) (8/25). Establishments-Alternatives Cremation & Funeral Service, OKC, new establishment, Alternatives Cremation & Funeral Service LLC, Owner, Richard Varner, FDIC (8/20). The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for August 2026 to be \$8,180.00 with \$498.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$31,945.37 and net income after expenses totaled - \$24,263.37

Board meeting location for October in Tulsa at M.E. Office- The Funeral Board will meet at the Medical Examiner's office in Tulsa October 8, 2026 at 2:00PM with a tour of the facility to follow the meeting.

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:- -Mr. Davenport requested a change to elevate the apprentice license to be more in line with an assistant.; Cremation laws that were previously reviewed. -Mr. Sparks

requested a change of death certificate enforcement and coordination with the Health Dept. ; Review of the 5 casket requirement. -Mr. Dunn requested a change in how much notice the Board is provided with Complaint information.

Public Comment- Dustin with OKFDA stated that there was a DC interim study and emergency room doctors are not allowed to sign DC's and that a selection room makes the funeral home and should stay. John Astle with OMS requested an Embalmer Assistant license; Cooling off period for cremation to take place after receiving the cremation permit. Those that were not physically present, emailed their recommendations. Those are provided in the Board Packet.

Motion by Matherly second by Sparks for Mr. Davenport to create a committee to review the recommendations and create the language for those changes. The motion passed unanimously.

Motion by Sparks second by Dunn to adjourn the meeting at 10:43AM. The motion passed unanimously.

John Davenport,
Oklahoma Funeral Board President