



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

January 11, 2024

BOARD MEMBERS

Tom Coble
Darin Corbett
Glenn Dunn
John Davenport
Joe Highberger
Brent Matherly
Jim Roberts

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 January 8, 2024 at 9:30AM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

President Roberts called the meeting to order at 10AM. Members Corbett, Davenport, Dunn, Highberger, Matherly, and Roberts were present. Member Coble was absent. A quorum was always present.

Motion by Highberger second by Davenport to approve the December 14, 2023 Regular Board meeting minutes. The motion passed unanimously.

Dustin Pierce with OKFDA provided the following update: District meetings will be January 23-25 and January 30-February 1 and will have 1 hour of ethics. The convention will be March 11-13, 2024 and will have 8 hours of CE. A women's conference will be held in July.

Lorie Jones with the Insurance Dept. provided the following update: if funeral homes have insurance assignments or trusts, they need to submit their report by March 15. Incomplete reports are considered as "Not Received". Contact Gloria Light with any questions. Gloria.light@oid.ok.gov

Motion by Roberts second by Highberger to find probable cause on complaint 24-19 regarding Vendor Payment Issues. The motion passed unanimously.

Motion by Matherly second by Dunn to dismiss complaint 24-21 regarding Vendor Payment Issues with a letter of concern. The motion passed unanimously.

Motion by Highberger second by Davenport to find probable cause on complaint 24-26 regarding Vendor Payment Issues with a letter of concern. The motion passed unanimously.

Regarding the matters for consideration: Consent Order or Scheduling Order: Complaint 23-56 Holt Funeral & Cremation, Poteau, Holt Funeral & Cremation LLC, owner, Tracy Holt, Poteau, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Corbett, Davenport, Dunn, Matherly, and Roberts heard the case. Member Highberger was recused from the case and he left the room.

After the presentation of the agreed upon Consent Order, motion by Roberts second by Matherly to accept the consent order. The consent order consisted of the following: The agreed violations were: The agreed violations were: misleading advertising, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$1,500, 6 hours of additional CE, \$750 costs. The motion passed unanimously.

Member Highberger reentered the room.

Motion by Roberts second by Highberger to approve the following: Apprenticeship (Original) Hatton Allen, Hobart, Peoples Cooperative, Lone Wolf; Megan Morton, Hobart, Peoples Cooperative, Lone Wolf; Wesley White, Poteau, Holt Funeral, Poteau. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Apprenticeship (1st extension) Zachary Graves, Stilwell, Roberts-Reed-Culver, Stilwell. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (1st extension) Brittany Brown, Moore, Bill Eisenhour FH, OKC; Harlea Walker, Broken Arrow, Rice FS, Claremore. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Apprenticeship (1st extension) Shealyn Wilds, Stilwell, Roberts-Reed-Culver, Stilwell. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Apprenticeship (2nd Extension). Colin Kirk, Vinita, Luginbuel FH, Vinita; Deanna Evans, Dewey, Davis Family FH, Bartlesville(FD Only); Brennon Goforth, Edmond, Crawford, Edmond. The motion passed unanimously

Motion by Matherly second by Highberger to approve the following: Apprenticeship (3rd Extension). Thomas Applegate, Wagoner, Mallett FH, Wagoner. The motion passed unanimously.

Motion by Roberts second by Highberger to table the following: Funeral Director and/or Embalmer (Reciprocal), Dylan DeStafano, Virginia. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original) Jonathan Broce, Bethany (FD Only). The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Funeral Director and/or Embalmer (Original) Lawanda Colbert, Midwest City (FD Only). The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Funeral Director and/or Embalmer (Original) Andrew Haire, Vinita. The motion passed unanimously.

Motion by Matherly second by Highberger to table the following: Funeral Director and/or Embalmer (Original) Amy Kinsey, Pryor; Karley Page, Muskogee. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Establishments, Lanman Funeral Home, Inc. Helena, request to change FDIC from Irene Lanman to Kacey Ferguson; Shaw Funeral Home, Arnett, request to change FDIC from Scott Ferrell to Kelton Nance; Shaw Funeral Home, Shattuck, request to change FDIC from Lucas Faires to Kelton Nance; Palmer Marler FH, Yale, request to close establishment; Palmer Marler FH, Oilton, request to change FDIC from Riley Castor to Dustin Nugent; Palmer Marler FH, Cushing, request to change FDIC from Riley Castor to Dustin Nugent; Brown-Winters FH, Afton, request to change FDIC from Jeffery Brown to Michael Doner; Martin-Dugger FH, Sayre, request to close establishment; Martin-Dugger FH, Cheyenne, request to close establishment; Mark Griffith, Sand Springs, request to close establishment; Henson-Novak FH, Texhoma, request to close establishment; Schaudts Glenpool FS, Glenpool, request to close establishment; Community Care Funeral Service, Okemah, new establishment, Community Care Funeral Service LLC, Okemah, Owner, Mark Garrett, FDIC. The motion passed unanimously.

Motion by Matherly second by Highberger to approve the following: Crematories, Henson-Novak Cremation Center, Boise City, new crematory, Miller Funeral Homes, LLC, Kelly Miller, FDIC; Brown-Winters Crematory, Miami, request to change FDIC from Michael Doner to Jeffery Brown; Cremation Care Centers, Glenpool request to close crematory. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for December 2023 to be \$245,729.73 with \$24,422.97 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$39,641.29 and net income after expenses totaled \$181,665.47. Most establishments renewed during the last week of the year and it took awhile to process those renewals so that will reflect on next months' financials.

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules: Board discussion for Updating Cremation Statutes and Rules. The committee plans to provide an update in February.

The FD Assistant committee met and will meet again in January and February to further discuss the particulars of the assistant license and update the Board in March.

The casket bill committee met with the Senate author and Mr. Highberger met with Mr. Dighton of OKFDA. OKFDA plans to fight the casket bill. Mr. Highberger wants to thank those that served on the committee: Kyra Geil, Jeremy Sparks, Glenn Dunn, and Phillip Hart. Motion by Corbett second by Matherly to remain neutral on their stance on this bill. The motion passed unanimously.

Motion by Highberger second by Davenport to adjourn the meeting at 10:16AM. The motion passed unanimously.

Jim Roberts
Oklahoma Funeral Board President