

**OKLAHOMA FUNERAL BOARD**  
3700 North Classen Blvd, Suite 175  
Oklahoma City, Oklahoma 73118

NOTICE OF REGULAR MEETING

MEETING PLACE: **Office of Chief Medical Examiner OKC, 921 N.E. 23<sup>rd</sup> Street Conference Room 1<sup>st</sup> Floor Oklahoma City, OK 73105.**

DATE & TIME: May 9, 2024 10:00AM

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 May 7, 2024 at 9:00AM. A copy of this agenda is available on the Funeral Board website at [www.oklahoma.gov/funeral](http://www.oklahoma.gov/funeral)

If you plan to attend a Board meeting for Continuing Education credit and would like a rough estimate of the length of time Board staff estimates the meeting might last, please email your request to [info@funeral.ok.gov](mailto:info@funeral.ok.gov).

ORDER OF BUSINESS: The Board may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. **Roll Call** - Members Corbett, Davenport, Dunn, Highberger, Matherly, and Roberts were present. Member Coble was absent.
2. **Approval of the April 11, 2024 Regular Board meeting minutes** -Approved
3. **Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion**-Christina with OKFDA provided the following update: the association has been fighting SB1602 and the bill is now dead but is tracking to see if the language will be in other bills with session almost over. The OKFDA Women's conference will be July 9-11 at the Edmond Convention Center.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion**- Rowena Ehrman with OID provided the following update: OID is available to assist with storms and has various tips on the OID website as well as their consumer assistance division. If you are still looking to convert trusts into insurance, contact Rowena. The process takes around 6-8 weeks, so try to get it done early before the end of the year.
5. **Matters for consideration: Administrative Hearing, Consent Order, or Scheduling Order**

At the conclusion of the parties' presentation and any questions or public discussion by the Board, the Board may in each complaint case:

- i. consider and vote on motion(s) to conduct executive session(s) pursuant to 25 O.S.2011, Section 307(B)(8) to engage in deliberations or rendering a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act;
- ii. if an executive session is held, designate a person to keep written minutes of the executive session;
- iii. consider and vote on motion(s) to exit executive session and return to open meeting; and
- iv. consider and vote on motion(s) regarding possible action to be taken regarding matter discussed in executive session.

**5A. Complaint 23-16 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. This complaint was tabled**

**5B. Complaint 23-72 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. This complaint was dismissed.**

**5C. Complaint 24-08 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. The Board accepted a consent order on Complaint 24-08 and Complaint 24-20. The consent order consisted of the following: The agreed violations were: failing to provide payment to a vendor within 90 days, failing to provide services or merchandise contracted for, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,000, restitution in the amount of \$500 for Complaint 24-08, Restitution in the amount of \$3,545, 20 hours of additional CE, 3 years of probation, \$1,250 costs.**

**5D. Complaint 24-20 Christopher Harrison, Funeral Director and Embalmer. Member Roberts needs to recuse. The Board accepted a consent order on Complaint 24-08 and Complaint 24-20. The consent order consisted of the following: The agreed violations were: failing to provide**

payment to a vendor within 90 days, failing to provide services or merchandise contracted for, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of \$2,000, restitution in the amount of \$500 for Complaint 24-08, Restitution in the amount of \$3,545, 20 hours of additional CE, 3 years of probation, \$1,250 costs.

**6. Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action**

**A. Apprenticeship (Original) -All Approved**

1. Faith Ziegler, Stillwater, Baggerley, Edmond
2. Sherry Gray, Wilson, Alexander Gray, Wilson(EM only)
3. Chia Minn Loo, Edmond, Mercer-Adams, Bethany
4. Carolyn Randolph, Elk City, Ray & Martha's, Hobart
5. Faith Alvarez, Edmond, Barnes & Friederich, MWC
6. Douglas Bevill, Jr., Cleveland, Chapman-Black, Cleveland (FD only)

**B. Apprenticeship (1st Extension) -All Approved**

1. Robert Bethany, Catoosa, Rice, Catoosa
2. Reagan Crenshaw, Edmond, Baggerley, Edmond
3. Brittany Yeager, Weatherford, Lockstone, Weatherford

**C. Apprenticeship (2<sup>nd</sup> Extension) -All Approved**

1. Holland Dugdale, Glenpool, McClendon-Winters, Okmulgee
2. Nicole Albee, MWC, Corbett, OKC

**D. Funeral Director and/or Embalmer (Reciprocal)-Tabled**

1. Brad Pingel, Texas (FD Only)

E. Funeral Director and/or Embalmer (Original)-1,2, and 5 were Approved, 3 and 4 were tabled

1. Thomas Applegate, Wagoner
2. Dena Cassell, Chattanooga
3. Chad Kaminski, Ada
4. Jessica Ramirez, Purcell (EM only)
5. Jackson Williams, Tulsa (EM only)

F. Establishments--All Approved

1. Kiesau-Lee FH, Clinton request to change FDIC from Brandon Lee to Troy Lee
2. DeArman's FH, Sulphur request to close establishment
3. DeArman's FH, Sulphur, New Establishment, DeArman Properties, Inc, Owner, Joe DeArman, FDIC, request for temporary location and exemptions per 59-396.2a(19)

7. **New Business.** Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda. 25 O.S. Section 311.9. **No New Business**

8. **Executive Director's Report**

A. Agency Financial Update **Mr. Stiles reported gross receipts for April 2024 to be \$9,790.00 with \$979.00 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,083.19 and net income after expenses totaled -\$25,272.19.**

B. 2024 Legislative Session Bills-

HB2959, this is the bill to extend the sunset of the Funeral Board for 3 years and it passed the Senate Committee and now waiting for it to be placed on the Senate Floor agenda

SB707, extends the time to file a death certificate from 3 days to 10 days. The Funeral Director was given 24 hrs to start the record and provide it to the medical certifier, 5 days for the medical certifier to

complete the cause of death, and 4 additional days for the funeral director to review the information and submit the record for filing.

SB1602, this is the funeral service merchandise bill that allows anyone to sell a casket without a license if they are not selling any other funeral services and is now dead.

SB2038, requires the funeral director to notify the person providing personal data that is a felony to knowingly provide false data. Board staff will update if there is any movement on this Bill.

9. **Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:**

- A. Committee report, committee discussion, and Board discussion for Updating Cremation Statutes and Rules **The cremation committee is still looking at various cremation statutes and rules and compiling a list as a framework for the entire committee to review.**

10. **Adjournment -10:18AM**

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **June 13, 2024. Office of Chief Medical Examiner –OKC 921 N.E. 23<sup>rd</sup> Street Conference Room – 1<sup>st</sup> Floor Oklahoma City, OK 73105.**