

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. 23rd Street
Conference Room 1st Floor Oklahoma City, OK 73105.

DATE & TIME: February 13, 2025 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 February 10, 2025 at 10:30AM. A copy of this agenda is available on the Funeral Board website at 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.

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 Coble, Corbett, Davenport, Dunn, Matherly, and Roberts were present. Member Watkins was absent.
2. **Approval of the January 9, 2025 Regular Board meeting minutes** - Approved
3. **Approval of the January 29, 2025 Special Board meeting minutes** - Approved
4. **Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion**-No member from OKFDA was in attendance.
5. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion**-Lorie Jones with OID provided the following report: Annual reports are due March 15 but you can submit prior to that date. There has been an update to the instructions on filing, so please review. Reports do auto-populate information but please proof read the contact information.

6. Review complaints with possible vote for probable cause or other action

24-23 HOLDING BODY FOR PAYMENT-Dismissed

25-18 CONTRACT ISSUES-Dismissed

25-20 NON-PAYMENT OF VENDOR-Dismissed W/ Letter of Concern

25-21 NON-PAYMENT OF VENDOR- Found Probable Cause

25-22 DEATH CERTIFICATE ISSUES-Found Probable Cause

25-23 DEATH CERTIFICATE ISSUES-Dismissed

25-24 MANAGEMENT ISSUE-Dismissed

25-25 CONTRACT/FUNERAL ISSUE-Dismissed

25-26 DEATH CERTIFICATE ISSUES-Dismissed

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

A. Apprenticeship (Original)-All Approved

1. Tyler Johnson, Commerce, Brown-Winters FH&CS, Miami (EM Only)
2. Katherine Johnson, Wellston, Smith-Parks Bros FS, Harrah
3. Amber Howard, Claremore, Ray Fransisco, Tulsa (EM Only)

B. Apprenticeship (1st Extension) All Approved

1. Laci Duffy, Enid, Anderson-Burris FH&C, Enid
2. Alexander Marshall, Alva, Marshall FH, Alva

C. Apprenticeship (2nd Extension) All Approved

1. Natalee Pryor, Edmond, Matthews FH, Edmond

2. Megan Thackery, Bixby, OMS- Tulsa
3. Brittany Roe, Moore, Bill Eisenhower FH, OKC
4. Lorna Schofield, Park Hill, Reed-Culver FH, Tahlequah

D. Apprenticeship (3rd Extension) **Approved**

1. Caitlin Snell, Rose, Shipman's F&CS, Pryor (FD Only)

E. Funeral Director and/or Embalmer (Reciprocal) **Approved**

1. Don Wright, Texas

F. Funeral Director and/or Embalmer (Original)-1-9 were approved, 10-12 were tabled

1. Jackie Burch, Antlers (FD Only)
2. Perry-Michelle Simpson, Noble
3. Trysta Kershner, Marietta
4. Rodd Avry Wood, Shawnee
5. Robert Wood, Sallisaw (FD Only)
6. Emily Eastman, Broken Arrow (FD Only)
7. Kenslie Villoni, Tulsa
8. Lilly Close, Copan (FD Only)
9. Randi Martin, Sapulpa (FD Only)
10. Brennon Goforth, Stillwater
11. Grayson Axsom, Atoka
12. Shayla King, Henryetta (FD Only)

G. Establishments **All Approved**

1. Advantage F&CS South, OKC, request to change FDIC from Jeremy Sparks to Dana Bradford
2. Bill Merritt FS, Bethany, request to change FDIC from Debra Wilkerson to Jeremy Sparks
3. Rice FS and Cremation Care Plus, Catoosa, request to change FDIC from Harlea Walker to Danilo Gaton
4. Luginbuel's S. Grand Lakes FH, Langley, request to change FDIC from Joseph Faulkner to Andrew Haire
5. Luginbuel FH, Vinita, request to change FDIC from Joseph Faulkner to Andrew Haire

H. Crematories **All Approved**

1. Affordable Cremation Service-West Crematory, Elk City, New Crematory, Affordable, Inc, Owner, Christopher Whinery, Elk City, FDIC
 2. Dowden-Roberts Cremation Center, LLC, Poteau, New Crematory, Dylan Roberts, Heavener, FDIC
8. **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. -**AAG Kylie Cooper requested that each Board member be in attendance for the March meeting due to anticipated conflicts.**

9. Executive Director's Report

A. Agency Financial Update- **Mr. Stiles reported gross receipts for January 2025 to be \$68,112.00 with \$6,811.20 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$32,324.93 and net income after expenses totaled \$28,975.87**

B. 2025 Legislative Session Bills- A new session has started and staff is tracking numerous bills this session. Many of the bills have not been heard at this time.

HB1029, by Rep. Kendrix, Extends the sunset of the Funeral Board by 1 year. Passed from committee.

HB1365, by Rep. Culver, Adjusts qualifying examinations to add the State exams. Passed from committee.

HB1688, by Rep. Roe, Allows for minor changes to Death Certificates within 1 year. Was not heard in committee but staff will keep tracking.

HB1878, by Rep. Lepak, This is a shell bill that creates the quicker release of a body for cremation act.

HB2035, by Rep. Archer, exempts agreements for transportation of human remains. This bill was withdrawn from committee but staff will keep tracking.

HB2172, by Rep. Pfeiffer, extends the sunset of the Funeral Board. This was a staff request bill to ensure that the Board gets their sunset extended.

HB2173, by Rep. Pfeiffer, creates requirements regarding cremation, OFB request bill.

HB2174, by Rep. Pfeiffer, creates the Funeral Director Assistant license, OFB request bill.

HB2286, creates the Funeral Director Assistant license, OFB request bill.

HB2922, by Rep. Pittman, increases the time frame a death certificate can be amended due to clerical errors from 60 days to 180 days.

HB2926, by Rep. Pittman, modifies the vendor payment rules. This was not a OFB request even though it was previously discussed.

SB559, by Sen. Bergstrom, casket bill that allows anyone to sell a casket, this was being heard in committee at the time of the Funeral Board meeting.

10. Adjournment -10:29AM

Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: **March 13, 2025. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street Conference Room – 1st Floor Oklahoma City, OK 73105.**