

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: January 9, 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 January 7, 2025 at 9:00AM. 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
2. Approval of the December 12, 2024 Regular Board meeting minutes
3. Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion
4. Oklahoma Insurance Department Update from a Representative of OID, with possible discussion
5. Matters for consideration: 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 24-46, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse.

5B. Complaint 24-49, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse.

5C. Complaint 25-10, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse.

5D. Complaint 25-11, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse.

5E. Complaint 25-15, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Mike Hopkins, Apprentice. Member Davenport needs to recuse.

5F. Complaint 25-19, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse.

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

A. Apprenticeship (Original)

1. Clara Welch, OKC, Matthews FH, Edmond
2. Sabrina King, Jenks, Smith FH, Sapulpa
3. Jonathan Jones, Bixby, Bixby-S. Tulsa FS, Bixby
4. Anthony Hernandez, Lindsay, Smith FH, Anadarko

B. Apprenticeship (2nd Extension)

1. Lezzy Olmedo, Tulsa, Reynolds-Holz C&FS, Tulsa
2. Haley Buller, Yukon, OMS, OKC

C. Apprenticeship (3rd Extension)

1. Gabriella Creed, Woodward, Billings FH, Woodward

D. Funeral Director and/or Embalmer (Reciprocal)

1. Don Wright, Texas (FD Only)
2. Adam Young, Ohio

E. Funeral Director and/or Embalmer (Original)

1. Jackie Burch, Antlers (FD Only)
2. Sonya Hamilton, OKC
3. Brittany Lumley, Indianola (FD Only)
4. Perry Simpson, Noble
5. Trysta Kershner, Marietta
6. Rodd Wood, Shawnee

F. Establishments

1. Strode FH request to change FDIC from Michael Chace to Raymond May
2. Jackson FH, Frederick, request to close establishment
3. Jackson FH, Frederick, New Establishment, Circle RR Inc, Owner, Vinson Orr, FDIC
4. Matthews Funeral Home request to close
5. Matthews Funeral Home and Cremation Service, Edmond, New Establishment, Matthews Funeral Home LLC, owner, Barbara Matthews, FDIC
6. Affordable Cremation Service-West- request to close establishment
7. Benjamin Funeral Service, request to change FDIC from Tim Howell to Andrew Haire
8. Millsap Funeral Service, Ft. Gibson, request to change FDIC from Gordon Mair to Randy Brice
9. Millsap Funeral Service, Ft. Gibson, request to change name to 3 Rivers Cremation
10. Crawford Family Funeral & CS, request to change FDIC from Kyle Borowicz to Cassie Johnson
11. Ford FS, request to close establishment
12. Ford Funeral Service, MWC, New Establishment, B & J Funeral Home, LLC, owner, Cliff Pope, Choctaw, FDIC
13. Kincannon, Altus request to change FDIC from Gary Kincannon to Thomas Durman
14. Kincannon, Eldorado request to change FDIC from Gary Kincannon to Thomas Durman
15. Simplicity Natural Burial, request to change FDIC from Jennifer Beaty to Jason Mayes

16. Schaudt's Tulsa Funeral Serv. & Cremation Care, request to change FDIC from Stephen Schaudt to Jennifer Beaty
17. DeArman FH of Stratford, request to change FDIC from Billy Crawford to Chelsey Vanhorn

G. Crematories

1. Matthews Funeral Home Crematory, request to close crematory
 2. Matthews Funeral Home Crematory, Edmond, New Crematory, Matthews Funeral Home LLC, owner, Barbara Matthews, FDIC
 3. Edmond Cremation Center Request to change FDIC from Kyle Borowicz to Cassie Johnson
 4. MidDel CS, request to close crematory
 5. MidDel Cremation Service, MWC, New Crematory, B & J Funeral Home, LLC, Owner, Cliff Pope, Choctaw, FDIC
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.

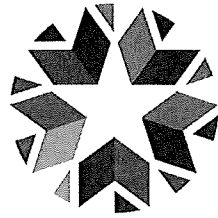
8. Executive Director's Report

A. Agency Financial Update

9. Adjournment

Tyler Stiles, MBA
Executive Director

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



OKLAHOMA Funeral Board

MINUTES OF A REGULAR MEETING

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

December 12, 2024

BOARD MEMBERS

Tom Coble
Darin Corbett
Glenn Dunn
John Davenport
Brent Matherly
Jim Roberts
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 December 10, 2024 at 8:00AM. 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 Coble, Corbett, Davenport, Dunn, Matherly, and Roberts were present. Member Watkins was absent. A quorum was always present.

Motion by Roberts second by Davenport to approve the November 14, 2024 Regular Board meeting minutes. The motion passed unanimously with Member Coble abstaining.

Dustin with OKFDA reported that last call CE was this past Sunday and Monday, December 8-9th, and 155 licensees attended the CE.

Lorie Jones and Gloria Light with OID reported that Preneed's need to be submitted soon. 203 permits were already issued. If you have not received the email from OID, check your spam folder. It is \$50 for a late permit fee. The most common issues are that the Secretary of State must be current, make sure to sign the application, need to use the current license information.

Dawn Plumb with OSDH reported that Next Gen will not be live in 2024 but possibly April 2025. OSDH is currently allowing individuals to test the new system. Danny Lewis is the new Registration Manager.

Motion by Roberts second by Coble to dismiss complaint 25-03 regarding Cremation Issues. The motion passed unanimously.

Motion by Roberts second by Davenport to find probable cause on complaint 25-06 regarding Cremation Issues. The motion passed unanimously.

Motion by Roberts second by Davenport to dismiss complaint 25-08 regarding Embalming Issues. The motion passed unanimously.

Motion by Roberts second by Matherly to find probable cause on complaint 25-15 regarding Unlicensed Practice. The motion passed unanimously.

Motion by Roberts second by Coble to dismiss complaint 25-16 regarding Soliciting Establishment. The motion passed unanimously.

Motion by Davenport second by Matherly to find probable cause on complaint 25-17 regarding Death Certificate Issues. The motion passed unanimously.

Motion by Roberts second by Matherly to find probable cause on complaint 25-19 regarding Non-Payment of Vendor. The motion passed unanimously.

Motion by Coble second by Roberts to approve the following: Apprenticeship (Original) James Moss, Edmond, Matthews, Edmond; Samuel Rabuck, Lawton, Becker-Rabon, Lawton (FD Only); Abigail Ullery, Choctaw, Barnes & Friederich, MWC; Shelby Dorsey, Tulsa, Dighton-Moore, Owasso; Giovanna Visalli, Edmond, Bill Eisenhour, OKC; Chance Fox, OKC, OK Cremation, OKC. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (1st extension) Jasie Hamlin, Pryor, Stephens-Key F&CC, Pryor; Kaleb Biglow, Muskogee, Keith D. Biglow FD, Muskogee. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (2nd Extension). Patricia Smith, OKC, Resthaven, OKC. The motion passed unanimously.

Motion by Coble second by Dunn to table the following: Apprenticeship (3rd Extension). Graciela Creed, Woodward, Billings FH, Woodward. The motion passed unanimously.

Motion by Coble second by Dunn to table the following: Funeral Director and/or Embalmer (Reciprocal), Don Wright, Texas. The motion passed unanimously.

Motion by Coble second by Dunn to table the following: Funeral Director and/or Embalmer (Original), Jackie Burch, Antlers (FD Only). The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Establishments, Lockstone Funeral Home of Thomas, Thomas, request to change FDIC from Martin Lockstone to Adam Lockstone; R.L. Lockstone Funeral Home, Weatherford, request to change FDIC from Martin Lockstone to Adam Lockstone; Dowden-Roberts Cremation Center, Poteau, request to change FDIC from Justin Warren to Dylan Roberts; Cruz Funeral Home, request to close establishment; Bill Eisenhower FH, Del City, request to close establishment; Sunny Lane FH, request to change name to Bill Eisenhower Funeral Home at Sunny Lane Cemetery; Alternatives Cremation, request to close South location; Tribute Memorial Care, Norman, request to change FDIC from Samuel Flores to John Davenport. The motion passed unanimously.

There was no new business

Motion by Davenport second by Coble to approve tours at Lifeshare in 2025 for 1 hour in-person CE. The motion passed unanimously.

Agency Financial update- Mr. Stiles reported gross receipts for November 2024 to be \$63,088.00 with \$6,058.80 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$34,122.44 and net income after expenses totaled \$22,906.76.

Motion by Roberts second by Coble to adjourn the meeting at 10:27AM. The motion passed unanimously.

Brent Matherly
Oklahoma Funeral Board President

**BEFORE THE OKLAHOMA FUNERAL BOARD
STATE OF OKLAHOMA**

**IN THE MATTER OF THE COMPLAINT
AGAINST:**

HOPKINS FUNERAL SERVICE LLC

A Licensed Funeral Establishment,
Establishment License # 2024ES
1501 W Main St
Collinsville, OK 74021

owned by:

HOPKINS-REYNOLDS FUNERAL SERVICE

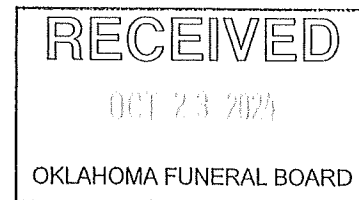
1501 W Main St
Collinsville, OK 74021

Complaint No. 24-46

HAROLD WINTON

Licenses: 1692FD and 1980EM,
Address: 105 Veterans Dr. #G
Jenks, OK 74037

A Licensed Funeral Director and Embalmer
and the Funeral Director in Charge at



HOPKINS FUNERAL SERVICE LLC

Respondents.

COMPLAINT AND NOTICE OF HEARING

The State of Oklahoma, *ex rel.*, Oklahoma Funeral Board ("Board"), by and through Assistant Attorney General Kylie Cooper, files this Complaint and Notice of Hearing, alleging that the Respondents, HOPKINS-REYNOLDS FUNERAL SERVICE, HOPKINS FUNERAL SERVICE LLC and HAROLD WINTON, have violated provisions of the State Funeral Services Licensing Act, 59 O.S. § 395.1 *et seq.* (the "Act"), and Rules of the Board, Oklahoma

Administrative Code (“O.A.C.”) Section 235:10-1-1 *et seq.* (the “Rules”), in the manner set forth below:

JURISDICTION

1. Respondent HOPKINS FUNERAL SERVICE LLC (“Funeral Home”) is licensed by the Board, establishment license number 2024ES, and is located at 1501 W Main St, Collinsville, OK 74021.

2. Respondent HAROLD WINTON (“Funeral Director in Charge” or “FDIC”) is licensed by the Board as a funeral director and embalmer, license numbers 1692FD and 1980EM, and at all relevant times was the Funeral Director in Charge at Funeral Home and registered agent for Respondent HOPKINS FUNERAL SERVICE LLC.

3. Respondent HOPKINS-REYNOLDS FUNERAL SERVICE (“Owner”) is, and at all relevant times was, the owner of record for Funeral Home. Upon information and belief, Respondent HAROLD WINTON is the registered agent for Respondent HOPKINS-REYNOLDS FUNERAL SERVICE.

4. The Board has jurisdiction over Respondents pursuant to 59 O.S. §§ 396.2a(9) and (11). *See also* 59 O.S. § 396.12f(F).

FACTUAL ALLEGATIONS

5. On or about April 24, 2024, Board staff received a complaint from a consumer regarding the cremation of her sister. At the time of the complaint, it had been over two months since payment was made for services and she had still not received her sister’s cremated remains.

6. Further, Board Staff investigated and discovered that the Medical Examiner’s office placed a hold on the funeral home’s account, for failure to pay outstanding balances. The cremation permit

was applied for on February 22, 2024, and was sent back to the funeral home by the ME's office on April 22, 2024. The cause for the delay was the outstanding balances.

7. Further, the complaint alleged that Respondents had failed to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely manner, in violation of OAC 235: 10-7-2(14). The Board provided Respondents with the Notice of Complaint via certified mail, and it was delivered on April 30, 2024.

8. Further, the complaint alleged that Respondents had failed to discharge a financial obligation within 90 days, in violation of OAC 235: 10-7-2(9). The Board provided Respondents with Notice of Complaint via certified mail, and it was delivered on April 30, 2024.

9. Further, the complaint alleged that Respondents had failed to provide the services or merchandise contracted for, in violation of OAC 235: 10-7-2(13). The Board provided Respondents with the Notice of Complaint via certified mail, and it was delivered on April 30, 2024.

10. On May 7, 2024, Respondents filed their response to Complaint 24-46 with the Board. Respondents stated that the delay in receiving the cremation permit was due to the family not having all of the information for the death certificate. They indicated in their response that the family had since received the cremated remains.

11. By public vote during the meeting on July 11, 2024, the Board found probable cause to file a formal complaint against Respondents for the violations alleged herein.

12. The prosecution has sufficient evidence which, if presented to the Board at an evidentiary hearing, would constitute clear and convincing evidence of the alleged violations.

ALLEGED CONCLUSIONS OF LAW

13. Respondents violated OAC 235: 10-7-2(14) by failing to file necessary permits as required by law in a timely fashion. The relevant Board rule, 235: 10-7-2(14), provides:

Failure to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely manner.

14. Respondents violated OAC 235:10-7-2(9) by failing to discharge a financial obligation within 90 days. The relevant Board rule, 235:10-7-2(9), provides:

Failure to pay any vendor or third party obligation, within 90 days, that arises out of a Statement of Goods and Services that has been signed by the authorized person or failure to satisfy a judgment rendered by a court of proper jurisdiction, within 90 days or as ordered by the court, in favor of a vendor or third party provider, as designated on the Statement of Goods and Services or in connection with goods and services provided for a specific buyer.

15. Respondents violated OAC 235: 10-7-2(13) by failing to provide the services or merchandise contracted for. The relevant Board rule, 235:10-7-2(13), provides:

Charging for service or merchandise not contracted for or failing to provide the services or merchandise contracted for or making substitution for services or merchandise contracted for without the authorization of the customer.

16. FDIC is “responsible for the legal and ethical operation of the [Funeral Home] and is accountable to the Board.” 59 O.S. § 396.2(12). Therefore, Respondent HAROLD WINTON as the Funeral Director in Charge of the Funeral Home is also liable for the above violations.

17. Due to the above violations, Respondents are subject to disciplinary action by the Board. *See* 59 O.S. §§ 396.2a(9) and (11); *id.* at §§ 396.12c(A)(5) and (8); *id.* at § 396.12d; *id.* at § 396.12e.

AUTHORIZED PENALTIES

18. The Board is authorized to impose any of the following penalties for violations of the Act or Rules: (1) denial, revocation, suspension, or nonrenewal of license or certificate of apprenticeship; (2) administrative fines up to ten thousand dollars (\$10,000.00) per series of related

violations¹; (3) injunctive proceedings; and (4) other disciplinary action. 59 O.S. §§ 396.12c(5) and (8); *id.* at § 396.12c; *id.* at § 396.12d; *id.* at § 396.12e.

19. Further, the Board is authorized to “impose . . . as a condition of any adverse disciplinary action, the payment of costs expended by the Board in investigating and prosecuting the violation.” 59 O.S. § 396.12e(B). Costs may include, but are not limited to, “staff time, salary and travel expenses, [and] witness fees and attorney fees.” *Id.*

20. In lieu of prosecution, Respondents “may elect to surrender the license.” *Id.* at § 396.12e(D). However, should Respondents surrender their licenses, they “shall be forever barred from obtaining a reissuance of said license or certificate of apprenticeship.” *Id.*

NOTICE OF HEARING

An **EVIDENTARY HEARING** will be held before the Board on **NOVEMBER 14, 2024 at 10:00 A.M.** Respondents may appear personally or through an attorney. If Respondents fail to appear, the hearing will be held in their absence. Respondents have the right to submit a written response, cross-examine witnesses, and present evidence on their behalf. *See* 75 O.S. §§ 309 and 310. If the Board decides, after considering all the evidence presented, that Respondents are in violation of any of the above-referenced laws, the Board may take any authorized disciplinary action it deems appropriate.

Instead of proceeding with the aforementioned hearing, the parties may present a **JOINT**

¹ When determining the amount of an administrative penalty, the Board shall consider, but not be limited to:

the nature, circumstances and gravity of the violation and, with respect to the person or entity found to have committed the violation, the degree of culpability, the effect on ability of the person or entity to continue to do business and any show of good faith in attempting to achieve compliance with the provisions of the Funeral Services Licensing Act.

PROPOSED CONSENT ORDER to the Board on the same date and time. *See* 75 O.S. § 309(E).

Respectfully submitted:

A handwritten signature in black ink that reads "Kylie Cooper". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Kylie Cooper, OBA # 32758
Assistant Attorney General
Office of the Oklahoma Attorney General
313 NE 21st Street
Oklahoma City, OK 73105
kylie.cooper@oag.ok.gov

Attorney for Oklahoma Funeral Board

CERTIFICATE OF SERVICE

I hereby certify that on the 23rd day of October, 2024, a true and correct copy of the foregoing *Complaint and Notice of Hearing* was served either mailing by Certified Mail or by handing to a process server for service in person, as follows:

BY CERTIFIED MAIL:

HAROLD WINTON
105 Veterans Dr. #G
Jenks, OK 74037

HOPKINS-REYNOLDS FUNERAL SERVICE
1501 W. Main St
Collinsville, OK 74021

HOPKINS FUNERAL SERVICE LLC
1501 W. Main St
Collinsville, OK 74021

Tyler Stiles, MBA
Executive Director

**BEFORE THE OKLAHOMA FUNERAL BOARD
STATE OF OKLAHOMA**

**IN THE MATTER OF THE COMPLAINT
AGAINST:**

HOPKINS FUNERAL SERVICE LLC

A Licensed Funeral Establishment,
Establishment License # 2024ES
1501 W Main St
Collinsville, OK 74021

owned by:

HOPKINS-REYNOLDS FUNERAL SERVICE

1501 W Main St
Collinsville, OK 74021

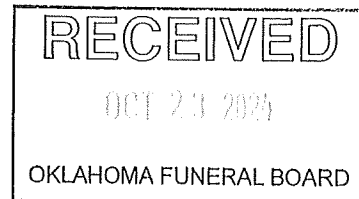
HAROLD WINTON

Licenses: 1692FD and 1980EM,
Address: 105 Veterans Dr. #G
Jenks, OK 74037

A Licensed Funeral Director and Embalmer
and the Funeral Director in Charge at

HOPKINS FUNERAL SERVICE LLC

Complaint No. 24-49



Respondents.

COMPLAINT AND NOTICE OF HEARING

The State of Oklahoma, *ex rel.*, Oklahoma Funeral Board ("Board"), by and through Assistant Attorney General Kylie Cooper, files this Complaint and Notice of Hearing, alleging that the Respondents, HOPKINS-REYNOLDS FUNERAL SERVICE, HOPKINS FUNERAL SERVICE LLC and HAROLD WINTON, have violated provisions of the State Funeral Services Licensing Act, 59 O.S. § 395.1 *et seq.* (the "Act"), and Rules of the Board, Oklahoma

Administrative Code (“O.A.C.”) Section 235:10-1-1 *et seq.* (the “Rules”), in the manner set forth below:

JURISDICTION

1. Respondent HOPKINS FUNERAL SERVICE LLC (“Funeral Home”) is licensed by the Board, establishment license number 2024ES, and is located at 1501 W Main St, Collinsville, OK 74021.

2. Respondent HAROLD WINTON (“Funeral Director in Charge” or “FDIC”) is licensed by the Board as a funeral director and embalmer, license numbers 1692FD and 1980EM, and at all relevant times was the Funeral Director in Charge at Funeral Home and registered agent for Respondent HOPKINS FUNERAL SERVICE LLC.

3. Respondent HOPKINS-REYNOLDS FUNERAL SERVICE (“Owner”) is, and at all relevant times was, the owner of record for Funeral Home. Upon information and belief, Respondent HAROLD WINTON is the registered agent for Respondent HOPKINS-REYNOLDS FUNERAL SERVICE.

4. The Board has jurisdiction over Respondents pursuant to 59 O.S. §§ 396.2a(9) and (11). *See also* 59 O.S. § 396.12f(F).

FACTUAL ALLEGATIONS

5. On or about April 29, 2024, Board staff received a complaint from a consumer regarding the cremation of his wife. At the time of the complaint, the consumer had still not received her cremated remains.

6. Further, Board Staff investigated and discovered the decedent died on March 6, 2024, and the cremation permit was submitted the same day. On April 23, 2024, the cremation permit was

signed. As of May 7, 2024, the cremation had not been completed and the family has yet to receive the cremated remains.

7. Further, the complaint alleged that Respondents had failed to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely manner, in violation of OAC 235: 10-7-2(14). The Board provided Respondents with the Notice of Complaint via certified mail, and it was delivered on May 6, 2024.

8. Further, the complaint alleged that Respondents had failed to provide the services or merchandise contracted for, in violation of OAC 235: 10-7-2(13). The Board provided Respondents with the Notice of Complaint via certified mail, and it was delivered on May 6, 2024.

9. Further, the complaint alleged that Respondents were in violation of OAC 235: 10-7-2(1), because the death certificate and cremation permit incorrectly state which crematory performed the cremation.

10. On May 7, 2024, Respondents filed their response to Complaint 24-49 with the Board. Respondents stated that the delay has been caused by the cremation permit not being signed and issues deciding which crematory to use.

11. By public vote during the meeting on July 11, 2024, the Board found probable cause to file a formal complaint against Respondents for the violations alleged herein.

12. The prosecution has sufficient evidence which, if presented to the Board at an evidentiary hearing, would constitute clear and convincing evidence of the alleged violations.

ALLEGED CONCLUSIONS OF LAW

13. Respondents violated OAC 235: 10-7-2(14) by failing to file necessary permits as required by law in a timely fashion. The relevant Board rule, 235: 10-7-2(14), provides:

Failure to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely manner.

14. Respondents violated OAC 235: 10-7-2(13) by failing to provide the services or merchandise contracted for. The relevant Board rule, 235:10-7-2(13), provides:

Charging for service or merchandise not contracted for or failing to provide the services or merchandise contracted for or making substitution for services or merchandise contracted for without the authorization of the customer.

15. Respondents violated OAC 235: 10-7-2 (1) by incorrectly stating which crematory performed the cremation on both the death certificate and the cremation permit. The relevant Board rule, 235:10-7-2(1), provides:

Material misrepresentation to the public of facts, requirements of Oklahoma Statutes, State Board Rules, or any rule or regulation pertaining directly to the custody, care, or disposal of dead human remains. Material misrepresentation is also construed to include a person knowingly and willfully signing a certificate as having embalmed, cremated, or prepared a dead human body for disposition when, in fact, the services were not performed as indicated. A material misrepresentation also includes misrepresentation to the Board of completion of continuing education requirements when the requirements were not met.

16. FDIC is “responsible for the legal and ethical operation of the [Funeral Home] and is accountable to the Board.” 59 O.S. § 396.2(12). Therefore, Respondent HAROLD WINTON as the Funeral Director in Charge of the Funeral Home is also liable for the above violations.

17. Due to the above violations, Respondents are subject to disciplinary action by the Board. *See* 59 O.S. §§ 396.2a(9) and (11); *id.* at §§ 396.12c(A)(5) and (8); *id.* at § 396.12d; *id.* at § 396.12e.

AUTHORIZED PENALTIES

18. The Board is authorized to impose any of the following penalties for violations of the Act or Rules: (1) denial, revocation, suspension, or nonrenewal of license or certificate of apprenticeship; (2) administrative fines up to ten thousand dollars (\$10,000.00) per series of related violations¹; (3) injunctive proceedings; and (4) other disciplinary action. 59 O.S. §§ 396.12c(5) and (8); *id.* at § 396.12c; *id.* at § 396.12d; *id.* at § 396.12e.

¹ When determining the amount of an administrative penalty, the Board shall consider, but not be limited to:

19. Further, the Board is authorized to “impose . . . as a condition of any adverse disciplinary action, the payment of costs expended by the Board in investigating and prosecuting the violation.” 59 O.S. § 396.12e(B). Costs may include, but are not limited to, “staff time, salary and travel expenses, [and] witness fees and attorney fees.” *Id.*

20. In lieu of prosecution, Respondents “may elect to surrender the license.” *Id.* at § 396.12e(D). However, should Respondents surrender their licenses, they “shall be forever barred from obtaining a reissuance of said license or certificate of apprenticeship.” *Id.*

NOTICE OF HEARING

An **EVIDENTARY HEARING** will be held before the Board on **NOVEMBER 14, 2024 at 10:00 A.M.** Respondents may appear personally or through an attorney. If Respondents fail to appear, the hearing will be held in their absence. Respondents have the right to submit a written response, cross-examine witnesses, and present evidence on their behalf. *See* 75 O.S. §§ 309 and 310. If the Board decides, after considering all the evidence presented, that Respondents are in violation of any of the above-referenced laws, the Board may take any authorized disciplinary action it deems appropriate.

Instead of proceeding with the aforementioned hearing, the parties may present a **JOINT PROPOSED CONSENT ORDER** to the Board on the same date and time. *See* 75 O.S. § 309(E).

Respectfully submitted:

the nature, circumstances and gravity of the violation and, with respect to the person or entity found to have committed the violation, the degree of culpability, the effect on ability of the person or entity to continue to do business and any show of good faith in attempting to achieve compliance with the provisions of the Funeral Services Licensing Act.

59 O.S. § 396.12e(C).

A handwritten signature in black ink that reads "Kylie Cooper". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Kylie Cooper, OBA # 32758
Assistant Attorney General
Office of the Oklahoma Attorney General
313 NE 21st Street
Oklahoma City, OK 73105
kylie.cooper@oag.ok.gov

Attorney for Oklahoma Funeral Board

CERTIFICATE OF SERVICE

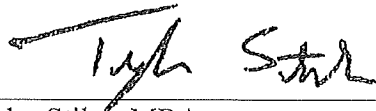
I hereby certify that on the 23rd day of October, 2024, a true and correct copy of the foregoing *Complaint and Notice of Hearing* was served either mailing by Certified Mail or by handing to a process server for service in person, as follows:

BY CERTIFIED MAIL:

HAROLD WINTON
105 Veterans Dr. #G
Jenks, OK 74037

HOPKINS-REYNOLDS FUNERAL SERVICE
1501 W. Main St
Collinsville, OK 74021

HOPKINS FUNERAL SERVICE LLC
1501 W. Main St
Collinsville, OK 74021



Tyler Stiles, MBA
Executive Director

**BEFORE THE OKLAHOMA FUNERAL BOARD
STATE OF OKLAHOMA**

**IN THE MATTER OF THE COMPLAINT
AGAINST:**

HOPKINS FUNERAL SERVICE LLC

A Licensed Funeral Establishment,
Establishment License # 2024ES
1501 W Main St
Collinsville, OK 74021

owned by:

HOPKINS-REYNOLDS FUNERAL SERVICE

1501 W Main St
Collinsville, OK 74021

HAROLD WINTON

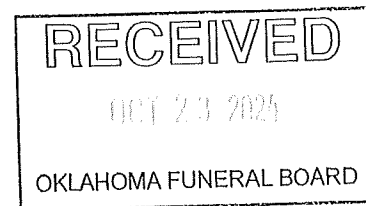
Licenses: 1692FD and 1980EM,
Address: 105 Veterans Dr. #G
Jenks, OK 74037

A Licensed Funeral Director and Embalmer
and the Funeral Director in Charge at

HOPKINS FUNERAL SERVICE LLC

Respondents.

Complaint No. 25-10



COMPLAINT AND NOTICE OF HEARING

The State of Oklahoma, *ex rel.*, Oklahoma Funeral Board ("Board"), by and through Assistant Attorney General Kylie Cooper, files this Complaint and Notice of Hearing, alleging that the Respondents, HOPKINS-REYNOLDS FUNERAL SERVICE, HOPKINS FUNERAL SERVICE LLC and HAROLD WINTON, have violated provisions of the State Funeral Services Licensing Act, 59 O.S. § 395.1 *et seq.* (the "Act"), and Rules of the Board, Oklahoma Administrative Code ("O.A.C.") Section 235:10-1-1 *et seq.* (the "Rules"), in the manner set forth below:

JURISDICTION

1. Respondent HOPKINS FUNERAL SERVICE LLC (“Funeral Home”) is licensed by the Board, establishment license number 2024ES, and is located at 1501 W Main St, Collinsville, OK 74021.

2. Respondent HAROLD WINTON (“Funeral Director in Charge” or “FDIC”) is licensed by the Board as a funeral director and embalmer, license numbers 1692FD and 1980EM, and at all relevant times was the Funeral Director in Charge at Funeral Home and registered agent for Respondent HOPKINS FUNERAL SERVICE LLC.

3. Respondent HOPKINS-REYNOLDS FUNERAL SERVICE (“Owner”) is, and at all relevant times was, the owner of record for Funeral Home. Upon information and belief, Respondent HAROLD WINTON is the registered agent for Respondent HOPKINS-REYNOLDS FUNERAL SERVICE.

4. The Board has jurisdiction over Respondents pursuant to 59 O.S. §§ 396.2a(9) and (11). *See also* 59 O.S. § 396.12f(F).

FACTUAL ALLEGATIONS

5. On or about September 4, 2024, Board staff filed a complaint against Respondents, alleging that between July 1, 2024, and August 31, 2024, Respondent had failed to timely obtain cremation permits and death certificates on at least ten (10) decedents in their care. The decedents at issue are Jack Moss, George Hubbs, Constance White, Lynn Shofner, Sylvia Kirk, Youree Holloway, John Davidson, Joshua Green, Jamie Pride, and Sylvia Cox.

6. Further, the complaint alleged that Respondents had failed to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely

manner, in violation of OAC 235: 10-7-2(14). The Board provided Respondents with the Notice of Complaint via certified mail.

7. Further, the complaint alleged that Respondents had failed to provide services or merchandise that had been contracted for, in violation of OAC 235: 10-7-2(13).

8. Further, the complaint alleged that Respondents had failed to comply with the Funeral Rules of the Federal Trade Commission, in violation of 59 O.S. §396.12c (14).

9. On September 24, 2024, Respondents filed their response to Complaint 25-10 with the Board. Respondents indicated various reasons for the delay, including waiting on authorization from Tulsa County and it being the end of the County's fiscal year.

10. By public vote during the meeting on October 10, 2024, the Board found probable cause to file a formal complaint against Respondents for the violations alleged herein.

11. The prosecution has sufficient evidence which, if presented to the Board at an evidentiary hearing, would constitute clear and convincing evidence of the alleged violations.

ALLEGED CONCLUSIONS OF LAW

12. Respondents violated OAC 235: 10-7-2(14) by failing to file necessary permits as required by law in a timely fashion. The relevant Board rule, OAC 235: 10-7-2(14), provides:

Failure to file a death certificate, cremation permit, disinterment permit or any other necessary permit as required by law in a timely manner.

13. Respondents violated OAC 235:10-7-2(13) by failing to provide services or merchandise that had been contracted for. The relevant Board rule, OAC 235: 10-7-2(13), provides:

Charging for service or merchandise not contracted for or failing to provide the services or merchandise contracted for or making substitution for services or merchandise contracted for without the authorization of the customer.

14. Respondents violated 59 O.S. § 396.12c(14) by charging customers prices that are not reflected in their General Price List, not providing a price range for direct cremations, and not providing the required disclosure regarding the availability of an alternative container. The relevant Statute, 59 O.S. § 396.12c(14) provides that after notice and hearing pursuant to Article II of the Administrative Procedures Act, the Oklahoma Funeral Board may revoke or suspend, any license for: “failing to comply with the Funeral Rules of the Federal Trade Commission, 15 U.S.C., Section 57a(a).”

15. FDIC is “responsible for the legal and ethical operation of the [Funeral Home] and is accountable to the Board.” 59 O.S. § 396.2(12). Therefore, Respondent HAROLD WINTON as the Funeral Director in Charge of the Funeral Home is also liable for the above violations.

16. Due to the above violations, Respondents are subject to disciplinary action by the Board. *See* 59 O.S. §§ 396.2a(9) and (11); *id.* at §§ 396.12c(A)(5) and (8); *id.* at § 396.12d; *id.* at § 396.12e.

AUTHORIZED PENALTIES

17. The Board is authorized to impose any of the following penalties for violations of the Act or Rules: (1) denial, revocation, suspension, or nonrenewal of license or certificate of apprenticeship; (2) administrative fines up to ten thousand dollars (\$10,000.00) per series of related violations¹; (3) injunctive proceedings; and (4) other disciplinary action. 59 O.S. §§ 396.12c(5) and (8); *id.* at § 396.12c; *id.* at § 396.12d; *id.* at § 396.12e.

¹ When determining the amount of an administrative penalty, the Board shall consider, but not be limited to:

the nature, circumstances and gravity of the violation and, with respect to the person or entity found to have committed the violation, the degree of culpability, the effect on ability of the person or entity to continue to do business and any show of good faith in attempting to achieve compliance with the provisions of the Funeral Services Licensing Act.

59 O.S. § 396.12e(C).

18. Further, the Board is authorized to “impose . . . as a condition of any adverse disciplinary action, the payment of costs expended by the Board in investigating and prosecuting the violation.” 59 O.S. § 396.12e(B). Costs may include, but are not limited to, “staff time, salary and travel expenses, [and] witness fees and attorney fees.” *Id.*

19. In lieu of prosecution, Respondents “may elect to surrender the license.” *Id.* at § 396.12e(D). However, should Respondents surrender their licenses, they “shall be forever barred from obtaining a reissuance of said license or certificate of apprenticeship.” *Id.*

NOTICE OF HEARING

An **EVIDENTARY HEARING** will be held before the Board on **NOVEMBER 14, 2024 at 10:00 A.M.** Respondents may appear personally or through an attorney. If Respondents fail to appear, the hearing will be held in their absence. Respondents have the right to submit a written response, cross-examine witnesses, and present evidence on their behalf. *See* 75 O.S. §§ 309 and 310. If the Board decides, after considering all the evidence presented, that Respondents are in violation of any of the above-referenced laws, the Board may take any authorized disciplinary action it deems appropriate.

Instead of proceeding with the aforementioned hearing, the parties may present a **JOINT PROPOSED CONSENT ORDER** to the Board on the same date and time. *See* 75 O.S. § 309(E).

Respectfully submitted:

A handwritten signature in black ink that reads "Kylie Cooper". The signature is written in a cursive, flowing style. The first name "Kylie" is written in a larger, more prominent script, and the last name "Cooper" is written in a slightly smaller, more compact script. The signature is positioned above a horizontal line.

Kylie Cooper, OBA # 32758

Assistant Attorney General
Office of the Oklahoma Attorney General
313 NE 21st Street
Oklahoma City, OK 73105
kylie.cooper@oag.ok.gov

Attorney for Oklahoma Funeral Board

CERTIFICATE OF SERVICE

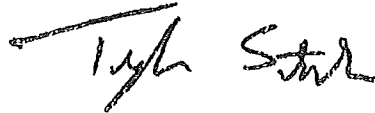
I hereby certify that on the 27th day of October, 2024, a true and correct copy of the foregoing *Complaint and Notice of Hearing* was served either mailing by Certified Mail or by handing to a process server for service in person, as follows:

BY CERTIFIED MAIL:

HAROLD WINTON
105 Veterans Dr. #G
Jenks, OK 74037

HOPKINS-REYNOLDS FUNERAL SERVICE
1501 W. Main St
Collinsville, OK 74021

HOPKINS FUNERAL SERVICE LLC
1501 W. Main St
Collinsville, OK 74021



Tyler Stiles, MBA
Executive Director

**BEFORE THE OKLAHOMA FUNERAL BOARD
STATE OF OKLAHOMA**

**IN THE MATTER OF THE COMPLAINT
AGAINST:**

HOPKINS FUNERAL SERVICE LLC

A Licensed Funeral Establishment,
Establishment License # 2024ES
1501 W Main St
Collinsville, OK 74021

owned by:

HOPKINS-REYNOLDS FUNERAL SERVICE

1501 W Main St
Collinsville, OK 74021

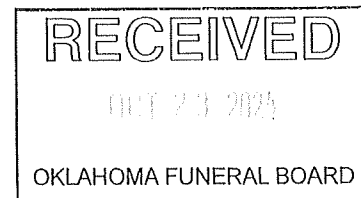
HAROLD WINTON

Licenses: 1692FD and 1980EM,
Address: 105 Veterans Dr. #G
Jenks, OK 74037

A Licensed Funeral Director and Embalmer
and the Funeral Director in Charge at

HOPKINS FUNERAL SERVICE LLC

Complaint No. 25-11



Respondents.

COMPLAINT AND NOTICE OF HEARING

The State of Oklahoma, *ex rel.*, Oklahoma Funeral Board ("Board"), by and through Assistant Attorney General Kylie Cooper, files this Complaint and Notice of Hearing, alleging that the Respondents, HOPKINS-REYNOLDS FUNERAL SERVICE, HOPKINS FUNERAL SERVICE LLC, and HAROLD WINTON, have violated provisions of the State Funeral Services Licensing Act, 59 O.S. § 395.1 *et seq.* (the "Act"), and Rules of the Board, Oklahoma Administrative Code ("O.A.C.") Section 235:10-1-1 *et seq.* (the "Rules"), in the manner set forth below:

JURISDICTION

1. Respondent HOPKINS FUNERAL SERVICE LLC (“Funeral Home”) is licensed by the Board, establishment license number 2024ES, and is located at 1501 West Main Street, Collinsville, OK 74021.

2. Respondent HAROLD WINTON (“Funeral Director in Charge” or “FDIC”) is licensed by the Board as a funeral director and embalmer, license numbers 1692FD and 1980EM, and at all relevant times was the Funeral Director in Charge at Funeral Home.

3. Respondent HOPKINS-REYNOLDS FUNERAL SERVICE (“Owner”) is, and at all relevant times was, the owner of record for Funeral Home. Upon information and belief, Respondent HAROLD WINTON is the registered agent for Respondent HOPKINS-REYNOLDS FUNERAL SERVICE.

4. The Board has jurisdiction over Respondents pursuant to 59 O.S. §§ 396.2a(9) and (11). *See also* 59 O.S. § 396.12f(F).

FACTUAL ALLEGATIONS

5. On or about September 6, 2024, Board staff received a complaint from a vendor, alleging that they had not been paid within 90 days upon the funeral home receiving vendor’s invoice.

6. On September 9, 2024, Board staff processed the complaint, alleging that Respondents had violated Board rule O.A.C. 235:10-7-2(9), by failing to discharge a financial obligation within 90 days. The Board provided Respondents with the Notice of Complaint via certified mail on the same day.

7. On September 11, 2024, Respondents filed their response to Complaint 25-11 with the Board. Respondents stated that they were currently in litigation with the vendor and were advised not to pay the invoice until the matter was resolved.

8. By public vote during the meeting on October 10, 2024, the Board found probable cause to file a formal complaint against Respondents for the violations alleged herein.

9. The prosecution has sufficient evidence which, if presented to the Board at an evidentiary hearing, would constitute clear and convincing evidence of the alleged violations.

ALLEGED CONCLUSIONS OF LAW

10. Respondents violated O.A.C. 235:10-7-2(9) by failing to discharge a financial obligation within 90 days. The relevant Rule, O.A.C. 235:10-7-2(9), provides:

Failure to discharge financial obligation. Failure to pay any vendor or third-party obligation, within 90 days, that arises out of a Statement of Goods and Services that has been signed by the authorized person or failure to satisfy a judgment rendered by a court of proper jurisdiction, within 90 days or as ordered by the court, in favor of a vendor or third party provider as designated on the Statement of Goods and Services or in connection with goods and services provided for a specific buyer.

11. FDIC is “responsible for the legal and ethical operation of the [Funeral Home] and is accountable to the Board.” 59 O.S. § 396.2(12). Therefore, Respondent HAROLD WINTON, as the Funeral Director in Charge of the Funeral Home is also liable for the above violations.

12. Due to the above violations, Respondents are subject to disciplinary action by the Board. *See* 59 O.S. §§ 396.2a(9) and (11); *id.* at §§ 396.12c(A)(5) and (8); *id.* at § 396.12d; *id.* at § 396.12e.

AUTHORIZED PENALTIES

13. The Board is authorized to impose any of the following penalties for violations of the Act or Rules: (1) denial, revocation, suspension, or nonrenewal of license or certificate of

apprenticeship; (2) administrative fines up to ten thousand dollars (\$10,000.00) per series of related violations¹; (3) injunctive proceedings; and (4) other disciplinary action. 59 O.S. §§ 396.12c(5) and (8); *id.* at § 396.12c; *id.* at § 396.12d; *id.* at § 396.12e.

14. Further, the Board is authorized to “impose . . . as a condition of any adverse disciplinary action, the payment of costs expended by the Board in investigating and prosecuting the violation.” 59 O.S. § 396.12e(B). Costs may include, but are not limited to, “staff time, salary and travel expenses, [and] witness fees and attorney fees.” *Id.*

15. In lieu of prosecution, Respondents “may elect to surrender the license.” *Id.* at § 396.12e(D). However, should Respondents surrender their licenses, they “shall be forever barred from obtaining a reissuance of said license or certificate of apprenticeship.” *Id.*

NOTICE OF HEARING

An **EVIDENTARY HEARING** will be held before the Board on **NOVEMBER 14, 2024 at 10:00 A.M.** Respondents may appear personally or through an attorney. If Respondents fail to appear, the hearing will be held in their absence. Respondents have the right to submit a written response, cross-examine witnesses, and present evidence on their behalf. *See* 75 O.S. §§ 309 and 310. If the Board decides, after considering all the evidence presented, that Respondents are in violation of any of the above-referenced laws, the Board may take any authorized disciplinary action it deems appropriate.

Instead of proceeding with the aforementioned hearing, the parties may present a **JOINT**

¹ When determining the amount of an administrative penalty, the Board shall consider, but not be limited to:

the nature, circumstances and gravity of the violation and, with respect to the person or entity found to have committed the violation, the degree of culpability, the effect on ability of the person or entity to continue to do business and any show of good faith in attempting to achieve compliance with the provisions of the Funeral Services Licensing Act.

59 O.S. § 396.12e(C).

PROPOSED CONSENT ORDER to the Board on the same date and time. *See* 75 O.S. § 309(E).

Respectfully submitted:

A handwritten signature in black ink that reads "Kylie Cooper". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Kylie Cooper, OBA # 23758
Assistant Attorney General
Office of the Oklahoma Attorney General
313 NE 21st Street
Oklahoma City, OK 73105
kylie.cooper@oag.ok.gov

Attorney for Oklahoma Funeral Board

CERTIFICATE OF SERVICE

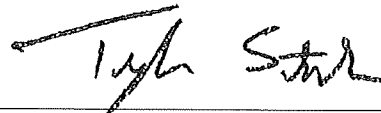
I hereby certify that on the 23rd day of October, 2024, a true and correct copy of the foregoing *Complaint and Notice of Hearing* was served either mailing by Certified Mail or by handing to a process server for service in person, as follows:

BY CERTIFIED MAIL:

Harold Winton
105 Veterans Dr #G
Jenks, OK 74037

Hopkins-Reynolds Funeral Service
1501 West Main Street
Collinsville, OK 74021

Hopkins Funeral Service LLC
1501 West Main Street
Collinsville, OK 74021



Tyler Stiles, MBA
Executive Director