

**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:** 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](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
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 (2<sup>nd</sup> Extension)**

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

**C. Apprenticeship (3<sup>rd</sup> 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

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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. 23<sup>rd</sup> Street  
Conference Room – 1<sup>st</sup> Floor Oklahoma City, OK 73105.**