

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: July 10, 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 July 8, 2025 at 9:45AM. 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 June 12, 2025 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. Oklahoma Department of Health Update from a Representative of OKDH, with possible discussion
6. Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action
  - A. Apprenticeship (Original)
    1. Alejandra Guzman, OKC, Mercer-Adams FS, Bethany

2. Kaci Pembroke, Enid, Brown-Cummings FH, Enid
3. Rachel Stuck, Edmond, Smith & Kernke FD, OKC
4. Regan Sager, Broken Arrow, Hayhurst FH, Broken Arrow
5. Donald McHugh, Edmond, Mercer Adams, Bethany

B. Apprenticeship (1<sup>st</sup> Extension)

1. Kanisha Pankratz, Woodward, Billings FH, Woodward
2. Alec Richardson, Cyril, Becker-Rabon FH, Lawton
3. Emmaline Kuhn, Edmond, Smith & Kernke FH, OKC

C. Apprenticeship (2<sup>nd</sup> Extension)

1. Ainsley Butterfield, Plano, TX, Hahn-Cook/Street & Draper, OKC
2. McKailyn Boice, Duncan, Whitt FH, Duncan
3. Kari Norberto, Cyril, Comanche Nation FH, Lawton

D. Funeral Director Assistant (Original)

1. Adam Crase, Sperry, Sien-Shelton FH, Skiatook
2. Daniel Chamberlin, Bixby, Moore FH, Tulsa

E. Funeral Director and/or Embalmer (Reciprocal)

1. Tucson Smith, Texas
2. Kenneth Douglas, Louisiana
3. Stuart Thompson, Texas

F. Funeral Director and/or Embalmer (Original)

1. Sarah Brown, Bartlesville

G. Establishments

1. Brown Funeral Home & Cremations, Broken Arrow, request to change name to Brown's Funeral & Cremation Service
2. Brown Funeral Home & Cremations, Coweta, request to change name to Brown's Funeral & Cremation Service
3. McElyea & Owens Funeral Group, Shawnee, request to change FDIC from Michael McElyea to Robert Owens
4. Roberts and Son FH, Blackwell, request to temporarily change FDIC from James Roberts III to Michael McElyea

#### H. Crematories

1. McElyea & Owens Cremation Services, Shawnee, request to change FDIC from Michael McElyea to Robert Owens

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. Election of Board President for FY26

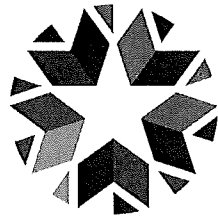
#### 10. Election of Board Vice-President for FY26

#### 11. Adjournment

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Tyler Stiles, MBA  
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:  
August 14, 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.



# OKLAHOMA Funeral Board

## MINUTES OF A REGULAR MEETING

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

June 12, 2025

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### BOARD MEMBERS

Tom Coble  
Darin Corbett  
John Davenport  
Glenn Dunn  
Bart Watkins

### STAFF

Rochelle Covington  
Tyler Stiles  
Kylie Cooper, AAG  
Liz Stevens, AAG

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### MEETING PLACE: MEETING PLACE:

If attending in person at the physical location: 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.

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

Motion by Dunn second by Davenport to approve the May 8, 2025 Regular Board meeting minutes as amended. The motion passed unanimously.

Dustin Pierce with OKFDA reported that the 2025 session is over and the association worked tirelessly so HB2286 would not get vetoed.

Lorie Jones and Rowena Ehrman with OID reported that if you received a letter for examination and have any questions, reach out to them.

[Lorie.jones@oid.ok.gov](mailto:Lorie.jones@oid.ok.gov) and [rowena.ehrman@oid.ok.gov](mailto:rowena.ehrman@oid.ok.gov)

Dawn Plumb with OKDH reported that they are working through update issues and should have most issues resolved. The vendor for the new ROVER met with OKDH staff and are working on a plan to fix other issues. If there are any questions, please reach out to OKDH staff.

Motion by Coble second by Davenport to approve the following: Apprenticeship (Original) Lillian Laumbach, Yukon, Chapel Hill FH, OKC; Levi Sandusky, Canehill, Roberts/Reed-Culver FH, Stilwell; Lisa Shipman, Bartlesville, Stumpff FH&C, Bartlesville; Gabriella Hudspeth, Yukon, Ingram, Smith & Turner Mortuary, Yukon; Alaina Stegall, Edmond, Smith & Kernke FD, OKC. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Apprenticeship (1st Extension). Teresa Harrelson, Yukon, Baggerley FH, Edmond; Carolyn Randolph, Elk City, Ray & Martha's FH, Hobart; Joshua Eastham, Tulsa, Stumpff FH&C, Bartlesville. The motion passed unanimously.

Motion by Coble second by Dunn to approve the following: Apprenticeship (2nd Extension). Tabitha Brown, Stillwater, Strode FH&C, Stillwater. The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Funeral Director and/or Embalmer (Reciprocal), Tucson Smith, Texas; Kenneth Douglas, Louisiana; Stuart Thompson, Texas. The motion passed unanimously.

Motion by Coble second by Davenport to approve the following: Funeral Director and/or Embalmer (Original), Michael Parks, OKC (FD Only); Alpha Alex, OKC (FD Only); Caitlin Snell, Rose (FD Only); Rose Smith, Ada (FD Only); Tara Nunes, Tulsa (FD Only). The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Establishments, Oklahoma Mortuary Service, Tulsa, request to change FDIC from Chris Powers to John Astle; Rose Hill, Tulsa, request to temporarily change FDIC from Shane Borum to Nick Reynolds; Our Lady of Angels Funeral Home and Cremation, OKC, new establishment, HJM LLC, Owner, Sarah Blank, OKC, FDIC; Four Pointes Cremation Services, OKC, new establishment, Central Oklahoma Heritage Funeral Directors, LLC, Owner, Kristi Harrison, OKC, FDIC. The motion passed unanimously.

Motion by Coble second by Davenport to table the following: Crematories, Oklahoma Mortuary Service, OKC, request to change FDIC from John Astle to Ty Astle; Oklahoma Mortuary Service, Tulsa, request to change FDIC from Chris Powers to John Astle. The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for May 2025 to be \$5,285.00 with \$428.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$33,103.60 and net income after expenses totaled -\$28,247.10

2025 Legislative Session Bills-HB1029, HB2286, HJR1035

HB1029, by Rep. Kendrix, Extends the sunset of the Funeral Board by 1 year. This was vetoed by the Governor.

HB2286, by Mr. Speaker, creates the Funeral Director Assistant license. This bill also had an extension for the Funeral Board sunset until 2029. This passed and will go into effect July 1.

HJR1035, modified the Funeral Board rules. Passed through both chambers and will go into effect in mid July.

Mr. Roberts was presented with a plaque recognizing his service for the State of Oklahoma as a Board member for the past 10 years.

Motion by Watkins second by Davenport to adjourn the meeting at 10:11AM. The motion passed unanimously.

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Brent Matherly  
Oklahoma Funeral Board President