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

DATE & TIME: November 12, 2026 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 November 9, 2026 at 10:00AM. 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-**Members Corbett, Davenport, Matherly, and Sparks were present. Members Coble and Dunn were absent. A quorum was always present.

2. **Approval of the October 8, 2026, Regular Board meeting minutes -**Approved

3. **Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion-**John Decker with OKFDA reported that last call CE will be December 6-7 in Midwest City. This is free for members and $145 for non-members. December 16 at 1PM, there will be a tour of Lifeshare in OKC for CE. Memberships have been mailed out, if you did not receive those, please contact OKFDA.

4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion-**Rowena Ehrman with OID reported that Prepaid permits are due December 31 and you may submit those 90 days in advance. Late fees are $50.

5. **Oklahoma Department of Health Update from a Representative of OKDH, with possible discussion-**Kevin Gille with OKDH reported that the Health Department will have webinars for CE December 14th and 15th. Contact the Health Dept to register.

6. **Office of the Chief Medical Examiner Update from a Representative of OCME, with possible discussion-**Timothy Dwyer with OCME reported that they still have a hiring freeze at the M.E.'s office. 90% of cases are signed out within 90 days and permit turnaround time is averaging 7 hours and 28 minutes.

7. **University of Central Oklahoma Update from a Representative of UCO, with possible discussion-** Dr. John Fritch with UCO reported there are 250 majors and they have 7 students that should graduate this semester. They are currently working to reduce the amount of hours for the Bachelor's degree to 90 hours.

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

   26-59 Overcharging-Dismissed
   27-04 Fraud in Obtaining a License-Probable Cause for the Funeral Director
   27-08 Cremated Remains Issue-Dismissed
   27-12 Cemetery Issues-Dismissed
   27-18 Coercion-Dismissed
   27-24 Non-Payment of Vendor-Dismissed

9. **Vote to affirm or disaffirm the issuance of the following licenses, registrations, certificates, dissolution or other action**-All Approved

   A. Apprenticeship (Original)

      1. Emilie Moore, Ponca City, Trout FH&C, Ponca City (FD Only) (10/28)

      2. Jazmyn Kasten, Claremore, Green Hill FH of Owasso, Owasso (FD Only) (10/12)

      3. Edith Geier, Broken Arrow, Smith & Kernke FD, OKC (10/12)

      4. Daishawn Casper, Ponca City, Grace Memorial Chapel, Ponca City (11/6)

   B. Apprenticeship (1st Extension)

      1. Kyla Ruble, Mustang, Bill Merritt FS, Bethany (10/26)

      2. Linda Dunbar, Lawton, Lawton Ritter Gray FH, Lawton (10/28)

   C. Apprenticeship (3rd Extension)

      1. Rylan McPeak, Idabel, Clardy FS, Idabel (10/23)

   D. Funeral Director and/or Embalmer (Original)

      1. Mekailyn Boice, Duncan (10/22)

2. Samuel Rabuck, Lawton (FD Only) (10/27)

3. Jessica Martin, Hobart (11/6)

E. Establishments

1. Brown-Dugger Funeral Home, Perry, request to change FDIC from Christina Noelle to Sarah Brown (10/14)

2. Vondel Smith & Son Mortuary North, OKC, request to change FDIC from Derek Czajkoski to Toni Brandt

3. Vondel Smith & Son Mortuary South Lakes, OKC, request to change FDIC from Riley Castor to Toni Brandt

4. Boydston-Bailey FH, Luther, request to change FDIC from G. Reid Elam to Jennifer Bailey (11/4)

5. Whinery-Huddleston Funeral Service, Lawton, request to change FDIC from Kenneth Douglas to Christian Corl (11/4)

6. Kincannon FH&CS, Altus, request to change FDIC from Perry-Michelle Trent to Michael Turner (11/4)

F. Crematories

1. Vondel Smith & Son Mortuary North, OKC, request to change FDIC from Derek Czajkoski to Toni Brandt

2. Vondel Smith & Son Mortuary South Lakes, OKC, request to change FDIC from Riley Castor to Toni Brandt

3. Great Plains Cremation Service, Lawton, request to change FDIC from Kenneth Douglas to Christian Corl (11/4)

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

A. Committee report, committee discussion, and Board discussion and possible action-The committee reported that they reviewed numerous rule changes and decided to move forward with removing the supervision for apprentices after they meet the minimum cases and months requirement for licensure and after passing the law exam. They also reviewed cremation changes and would like to have more time over the next few months and have something for next year.

B. Creation of committee to review, discuss, and create statute or rule changes regarding death certificates-Member Sparks was requested to form a committee to discuss Death Certificate issues and work with OKFDA for any changes.

C. Discussion and possible action to authorize the agency to begin the 2027 permanent rulemaking process, in consultation with legal counsel- Approved

11. 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

12. Deputy Director's Report

A. Apprenticeship Report Update and Training- Mrs. Covington reviewed the different types of apprenticeships – dual (funeral director and embalmer), funeral director only and embalmer only- including case and time requirements for each. She shared common reporting mistakes observed and ways supervisors and educators can support apprentices. A reminder was given that applications are accepted through the licensing portal and forms can be found on the Board website.

13. Executive Director's Report

A. Agency Financial Update - Mr. Stiles reported gross receipts for October 2026 to be $8,325.00 with $832.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled $31,829.12 and net income after expenses totaled -$24,336.62

B. 2027 License Renewals Update-Establishment renewals have been mailed out already. Establishments may contact Board staff if they wish to pay online through the portal. If you have not received yours yet, please contact Board staff. Individuals renew online again.

14. Adjournment -10:47AM

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Tyler Stiles, MBA
Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held: December 10, 2026. Office of Chief Medical Examiner -OKC Office, 921 NE 23rd St., Oklahoma City, OK 73105, first floor conference room.