MINUTES OF A REGULAR MEETING

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

October 8, 2026

BOARD MEMBERS	STAFF
	Rochelle Covington
	Tyler Stiles
John Davenport	Kylie Cooper, AAG
Glenn Dunn	Liz Stevens, AAG
Brent Matherly	
Jeremy Sparks	

MEETING PLACE:
Office of Chief Medical Examiner Tulsa, 1627 Southwest Blvd. Conference Room 2nd Floor Tulsa, OK 74107.

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 October 6, 2026 at 10:00AM. A copy of this agenda is available on the Funeral Board website at www.ok.gov/funeral

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

Motion by Sparks second by Matherly to approve the September 10, 2026 Regular Board meeting minutes. The motion passed unanimously.

Dustin Pierce with the association reported that OKFDA will have their district meetings with 10/13 being in Lawton and 10/15 being in Alva. Last call CE training will be December 6-7 at Barnes-Friederich in Midwest City.

OID did not provide an update. Mr. Davenport asked OID if establishments need to notify OID 10 after Board staff approves applications or when the Board ratifies the approval. OID will research and report back.

If any funeral home has any staff changes, please update the Health Department so they can update ROVER

Timothy Dwyer with OCME reported that 3 administrator employees have left employment with the Medical Examiner as well as one path tech due to the budget issues. The office is seeing a permit turnaround time of 15 hours.

UCO did not provide an update.

No action was taken on complaint 26-54.

Motion by Sparks second by Davenport to dismiss complaint 27-06 regarding Next of Kin Issues. The motion passed unanimously.

Motion by Dunn second by Davenport to dismiss complaint 27-10 regarding Next of Kin Issues. The motion passed unanimously.

Motion by Sparks second by Dunn to dismiss complaint 27-11 regarding Death Certificate Issues. The motion passed unanimously.

No action was taken on complaint 27-12.

Motion by Dunn second by Sparks to dismiss complaint 27-13 regarding Next of Kin Issues. The motion passed unanimously.

Regarding the matters for consideration: Consent Order, Hearing, Motion to Enforce, or Scheduling Order: Complaints 26-25 and 26-51 McElyea & Owens, Shawnee, McElyea & Owens Funeral Group LLC, Owner, Robert Owens Jr, FDIC. The prosecution was represented by Kylie Cooper, AAG. Liz Stevens, AAG, was the Board's legal advisor. Members Dunn, Davenport, Matherly, and Sparks heard the case. Member Watkins was the probable cause member and was not present at the meeting.

Motion by Sparks second by Davenport to enter executive session. The motion passed unanimously.

Motion by Davenport second by Sparks to exit executive session. There were no other items discussed, no votes taken and no straw polls taken while in executive session. The motion passed unanimously.

Motion by Davenport second by Matherly to approve the Consent Order. The consent order consisted of the following: The agreed violations were: Failure to discharge financial obligation within 90 days, violation of the Funeral Service Licensing Act, and Rules of the Board. The terms consisted of the following: Administrative Penalty of $500, restitution to Central Burial Vaults, restitution to OMS,

FDIC Robert Owens Jr is suspended until fines and restitution are paid in full, and Costs of $500. The motion passed unanimously.

Motion by Davenport second by Sparks to approve the following: Board staff approves applications and the Board ratifies them at the Board meetings Apprenticeship (Original) A'Briell Hardimon, MWC, Rogers Family Funeral Services, Nicoma Park (9/21); Isaiah Burnett, Enid, Anderson-Burris FH&C, Enid (9/21); Jessica Tibbets, Durant, Holmes-Coffey-Murray FH, Durant (10/1); Shaelyn Cheesman, Del City, Bill Eisenhour FH at Sunny Lane Cemetery, Del City (10/5); Diandra Delso, Broken Arrow, Hayhurst FH, Broken Arrow (EM Only). Apprenticeship (1st Extension) Aiden Richey, Edmond, Matthews FH&CS, Edmond (9/14). Apprenticeship (2nd Extension) Glenn Kias Palmer Roberts, Guthrie, Bill Eisenhour FH, OKC (EM Only). Funeral Director and/or Embalmer (Reciprocal) Alicia Nash, Texas (FD Only) (10/1). Funeral Director and/or Embalmer (Original) Kanisha Pankratz, Woodward (9/18); Shelby Dorsey, Tulsa (9/22). Establishments Four Pointes Cremation Services LLC, OKC, Request to change FDIC from Kristi Harrison to Johnnie Swanson, Jr. (9/25); Strode Funeral Home, Stillwater, Request to change FDIC from Loy Morris to Gary Rodgers (9/28); Schaudt's Okmulgee Funeral Service & Cremation Care Centers, Okmulgee, Request to close (10/1); Palmer Marler FH, Perkins, Request to close (9/29). Crematories Strode Crematory, Stillwater, Request to change FDIC from Loy Morris to Gary Rodgers (9/28); Oklahoma Cremation Centers, Okmulgee, Request to close (10/1). The motion passed unanimously.

There was no new business

Agency Financial update- Mr. Stiles reported gross receipts for September 2026 to be $12,145.00 with $194.50 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled $32,724.07 and net income after expenses totaled -$20,773.57

Strategic Planning: Discussion and possible action regarding change of Board Statutes or Board Rules:- The Board formed a committee. Those part of the committee are John Davenport, Glenn Dunn, John Astle, Dakota Jones, and Amber Shelley. The committee reported that they reviewed all recommendations from the September Board meeting and decided to move forward with two of those recommendations. The first being Apprenticeship requirements and removing personal supervision if the apprentice has met minimum requirements for licensure and passing a law exam. The second is providing more specifics regarding third party crematory inspections and what the inspector needs to inspect.

Matters for consideration: Executive Director. Discussion and possible action on the employment, including a merit-based salary increase, of the Executive Director. Motion by Davenport second by Sparks to enter executive session. The motion passed unanimously.

Motion by Sparks second by Dunn to exit executive session. No votes were taken and no other items were discussed. The motion passed unanimously.

Motion by Davenport second by Dunn to provide Mr. Stiles with a 5% merit raise effective October 8, 2026. The motion passed unanimously.

Motion by Davenport second by Sparks to approve the proposed meeting schedule for 2027 and approve those meetings for CE. The motion passed unanimously.

2027 REGULAR MEETING SCHEDULE

Meetings convene at 10 AM the second Thursday of each month except for November. Because of Veterans Day, the November meeting will be held on the second Wednesday. Meeting agendas are posted to the Board's web site www.ok.gov/funeral in accordance with the Oklahoma Administrative Procedures Act.

January 14, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

February 11, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

March 11, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

April 8, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

May 13, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

June 10, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

July 8, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

August 12, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

September 9, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

October 14, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

November 10, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

December 9, 2027
Office of Chief Medical Examiner - OKC
921 N.E. 23rd Street
Conference Room – 1st Floor
Oklahoma City, OK 73105

Tour of Tulsa M.E. Office-No Board business items were discussed during the tour.

Motion by Sparks second by Dunn to adjourn the meeting at 3:15PM. The motion passed unanimously.

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John Davenport,
Oklahoma Funeral Board President