



DISTRICT OF COLUMBIA
Board of Funeral Directors
1100 4th Street SW, Room E300, Washington, DC
Meeting Minutes
Thursday, July 7, 2016

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, July 7, 2016, at 1100 4th Street, S.W., Room E300A/B, Washington, D.C. The Board held its Executive Session to discuss applications for licensure, complaints, legal counsel report, budget report, calendar dates, and correspondence.

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The meeting was called to order by Chair Lynn Armstrong Patterson at 2:06 PM.

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Board Members Present: Lynn Armstrong Patterson, Randolph Horton, Essita Duncan

Board Members Absent: none

Staff Present: Kevin Cyrus, *Education Coordinator*, Andrew Jackson, *Board Administrator*, Asia Dumas, *Investigator*, George Batista, *Investigator*, Clifford Cooks, *Program Manager*, Kathy Thomas, *Education Coordinator*, Sheldon J. Brown, *Board Administrator*

Staff Absent: none

Legal Advisor to the Board: Kia Winston

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Agenda Item: Comments from the Public

No comments from the public at this meeting.

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Agenda Item: Review of Correspondence

No correspondence for review at this meeting.

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Agenda Item: Minutes

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member Randolph Horton, the Board unanimously voted to approve draft minutes for the June 2, 2016 meeting.

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Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to approve 1 application for Apprentice Examination for Markeshia Williams, 1 application for Reciprocity for Tuesday N. Fuller, 1 application for Courtesy Card for Vincent R. Beall, and 1 application for FHE Reinstatement for Henry S. Washington & Sons Co., Inc.

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member Randolph Horton, the Board unanimously voted to delegate authority to Board Administrator Andrew Jackson to approve Board applications with the exception of all FHE Establishments, Reinstatements and Technical Reviews.

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Agenda Item: Budget

There was no budget report reviewed at this meeting.

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Agenda Item: Legal Counsel Report

There was no legal counsel report reviewed at this meeting.

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Agenda Item: Complaints

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member Randolph Horton, the Board unanimously voted to close the complaint by Georgia Gilchrist against Latney's Funeral Home sighting there was not enough supporting evidence of major violations against Latney's and Designated Funeral Director Carol Latney-Solomon.

Board Administrator Andrew Jackson addressed the suspension of James Agee. Mr. Agee informed Mr. Jackson of his intent to request a hearing from OAH regarding his suspension. Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan the Board unanimously voted to refer hearing to OAH pending James Agee's response. Mr. Agee has until August 4th to respond.

Board Administrator Andrew Jackson presented a new complaint to the Board filed by Darrell Cousar against Frazier Mason Memorial Funeral Home, LLC. The Board is currently waiting on a response from Frazier Mason Funeral Home before sending the complaint to Investigations.

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Agenda Item: Review of Calendar

No Calendar items to review.

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Agenda Item: Old Business

No Old Business.

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Agenda Item: New Business

The MOA with OCME in re Anatomical Gifts for Funeral Board Exams has been tabled for discussion until the next meeting on September 1, 2016.

Tentatively the 2016 Funeral Continuing Education Forum is set for November 17, 2016 at Gallaudet University from 5pm to 8pm. The Board has discussed adding a presentation on Cremation. Board member Randolph Horton stated he will be in charge of finding a speaker on the Cremation topic.

Per Board Administrator Skip Brown investigations will be done on Latney's Funeral Home and Bacon's Funeral Home for operating with expired FHE Licenses.

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Agenda Item: Next Meeting

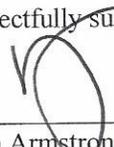
The next meeting is scheduled for Thursday, September 1, 2016 at 1:00 pm at 1100 4th Street, SW, Room E300.

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Agenda Item: Adjournment

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to adjourn the meeting at 4:37 pm.

Respectfully submitted,



Lynn Armstrong Patterson, Chair

Date

9/1/2016

Recorder: Andrew Jackson, Board Administrator
Attachments