



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

D.C. Board of Funeral Directors
1100 4th Street SW, Room E300
Washington, DC 20024

Thursday, May 03, 2018

MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on May 3, 2018 at 1100 4th Street, S.W., Room 4302, Washington, D.C. The Board held its Executive Session to discuss complaints and legal counsel report.

The meeting was called to order by Chairperson John McGuire at 1:14 pm

Board Members Present: John McGuire, Duane Hills, and Ernest Boykin

Staff Present: Brittani Strozier Daise—*Board Administrator*, Cynthia Briggs—*Executive Director*, Clifford Cooks—*Program Manager*, Kia Winston—*Legal Advisor*

Public Members Present: None

Agenda Item - Comments from the Public: None

Agenda Item - Minutes

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to approve the minutes for the April 5, 2018 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the Board unanimously voted to enter into Executive Session.

Agenda Item- Application(s)

Mrs. Strozier Daise listed all applications that were approved in April, 2018.

Agenda Items – Recommendation(s)

1. Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the Board unanimously voted to close the matter of Alvin Sydnor, Sr. vs. B. K. Henry Funeral Chapel, Inc. due to no apparent violation.

2. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to close the matter of Bednarz vs. Robert G. Mason Funeral Home due to no apparent violation.
3. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to forward the matter of Kenneth Hunt to Regulatory Investigation Section (RIS) for investigation of unlicensed activity.
4. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to defer action, pending further investigation in the matter of Terry Austin, former DFD for Hunt Funeral Home.

Agenda Item – Old Business

- A. Mrs. Strozier Daise updated on the Board on the status of the Funeral Director by Endorsement Application.
- B. The Board recommended to include Designated Funeral Director responsibilities as a topic in the 2018 Practitioner's Forum.

Agenda Item – New Business None

Agenda Item Adjourn

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the Board unanimously voted to adjourn the meeting at 2:23 pm.

Respectfully submitted,



John McGuire, Chair

4 SEP, 2018

Date

Recorded & Prepared by: Brittani Strozier Daise, Board Administrator