

Occupational and Professional Licensing

**District of Columbia Board of Funeral Directors 1100 4th Street, SW Suite 400**

**Washington, DC 20024**

**April 3rd, 2025, at 1:00 P.M. Minutes**

**(Virtual Meeting)**

**\*\*This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at** [**opengovoffice@dc.gov**](mailto:opengovoffice@dc.gov)

The District of Columbia Board of Funeral Directors held its scheduled meeting on Thursday, March 6th, 2025. This meeting was held virtually via Zoom.

The meeting was called to order at 1:02 pm by the Board Chair, Mr. John McGuire

# Attendance

Board Members Present: Board Chair, Mr. John McGuire, Consumer Member, Mr. Ernest

Boykin, Board Member Mr. Randolph Horton, and Board Member Ms. Kasey Martin

Staff: Ms. Jacqueline Noisette, Deputy Director; Ms. Nicole McClendon, Program Manager; Ms. Allison Wade, Board Administrator; Ms.

Shakira Richardson, CPU Program Manager; Mr. Demetrius Norman, Chief Customer Experience Officer; Mr. Jartavious Frazier, Policy Analyst; Ms. Jennifer Darden, Paralegal Specialist; Ms. April Randall, Legislative & Public Affairs Officer; Ms. Terry Bryant, Program Support Specialist; George Batista, Investigator

Legal Counsel: Mr. Marc Nielson

Special Guests: Ms. Danielle Colquitt, FD Applicant, Kimberly Brown BEGA, and 301 526-0566, unknown

# Agenda Item: Comments from the Public

# Ms. Daniell Colquitt inquired about the status of the application submitted.

# Agenda Item: Draft Minutes

Mr. Ernest Boykin, and properly seconded by Mr. Randolph Horton, the Board voted unanimously to approve the March 6th, 2025, meeting minutes.

# Agenda Item: Review of Administrative Approved Applications

# There were 4 applications

# Agenda Item: Legislative Legal Updates

Legal Counsel, Ms. April Randall, gave information on the filing disclosure instructions and deadline dates, as well as the upcoming training for FDS

# Agenda Item: Old Business

Ms. Nicole McClendon, Program Manager, spoke about the role of the funeral board.

**Agenda Item: New Business**

# April Randall spoke about training on 4/25 for FDS.

# Agenda Item: Executive Session –

Upon motion, it was duly made by the Board Members, Ms. Kasey Martin, and properly seconded by Board Member Mr. Randolph Horton. The Board voted to enter the Executive Session at 1:23 pm

Executive Session (, and properly seconded by to the Public) to consult with an attorney under D.C. Official Code § 2- 575(b) (4) (A); D.C. Official Code § 2-575(b) (9) (13) (14) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or to discuss complaints/legal matters, applications.

# Agenda Item: Recommendations

Board Administrator Ms. Allison Wade will contact applicants to let them know the board's decision and next steps.

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| |  |  | | --- | --- | | Upon motion, duly made by Consumer Member Ernest Boykin and properly seconded by Board Member Ms. Kasey Martin, the Board unanimously voted to adjourn the meeting at 2:06 pm.  Respectfully submitted,  \_\_\_\_  Mr. John McGuire, Chairman  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: 04/03/2025  Recorder/transcriber: Allison Wade, Board Administrator |  | |  | | |  | | |  |  | |  | | |  | | |  |  | |  | | |  | | |  |  | |  | | |  | | |  |  | |  | | |  | | |