



Occupational and Professional Licensing

**District of Columbia Board of Funeral Directors
1100 4th Street, SW Suite 400
Washington, DC 20024**

**May 1st, 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**

The District of Columbia Board of Funeral Directors held its scheduled meeting on Thursday, May 1st, 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

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. Kimberly Troxler, Program Support Specialist; and Marcus Jones, Program Analyst.

Legal Counsel: Mr. Agustin Villadares

Special Guests: Clarence Boston "Applicant"

Agenda Item: Comments from the Public

Clarence Boston 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 April 3rd, 2025, meeting minutes.

Agenda Item: Review of Administrative Approved Applications

There was one application

Agenda Item: Legislative Legal Updates

Legal Counsel, Ms. April Randall, gave information on the filing disclosure instructions and deadline dates

Agenda Item: Old Business

Ms. Nicole McClendon, Program Manager, spoke about the role of a Funeral Director, SOP, and an update will be provided for the application process/ web page at the next Board Meeting. Ms. Nicole McClendon will continue to research cremation and natural organic reduction procedures for future Board discussion.

Agenda Item: New Business

Mr. John McGuire spoke about the location of forums, possibly being held at Gaudette and UDC.

Agenda Item: Executive Session –

Upon motion, it was duly made by consumer member Ernest Boykin and properly seconded by Board Member Mr. Randolph Horton. The Board voted to enter the Executive Session at 1:20 pm

Executive Session (**Closed 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.

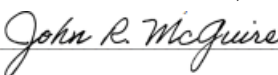
Agenda Item: Recommendations

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

Upon motion, duly made by Consumer Member Ernest Boykin and properly seconded by Board Member Mr. Randolph Horton, the Board unanimously voted to adjourn the meeting at 2:30 pm.

Respectfully submitted,

Mr. John McGuire, Chairman



Date:

Recorder/transcriber: Allison Wade, Board Administrator

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