



## OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

D.C. Board of Funeral Directors  
1100 4<sup>th</sup> Street SW, Room E300 A- B  
Washington, DC 20024

Thursday, April 01, 2021  
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on April 1, 2021 at 1100 4<sup>th</sup> Street, S.W., Room E 300A-B, Washington, D.C. 20024. This Public and Executive meeting was via WebEx Events format.

The meeting was called to order by Board Chair John McGuire at 1:00 pm

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

**Members Absent:** Asanti Williams

**Staff Present:** Andrew Jackson-**Board Administrator**, Marc Nielsen-**Legal Counsel**, Nicole McClendon-**Program Coordinator for Boards and Commissions**, Kathy Thomas-**Education Coordinator**, and Cynthia Briggs -**Program Manager**

**Public Members Present:** Joyce Torchinsky, Kirk Wilkerson, Lori Lincoln, Madeline Fox

### **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 Randolph Horton the Board unanimously voted to approve the minutes for the March 4, 2021 meeting.

### **Agenda Item- Executive Session**

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) 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 proceeding.

### **Agenda Item- Application(s)**

1. Hunt Funeral Home II – Funeral Home Establishment

### **Agenda Items – Recommendation(s)**

- A. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin of the DC Board of Funeral Directors denied the following application(s) due to Title 17 of the DC Municipal Regulations 3104.2.
  - i. Hunt Funeral Home II – Funeral Home Establishment
- B. Upon motion made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the DC Board of Funeral Directors unanimously voted to issue fines of \$500 to Designated Funeral Director of WH Bacon Funeral Home and refer Funeral Home Establishment W.H. Bacon to the Consumer Protection Unit for enforcement action in the case of Daniel Dismissie vs. WH Bacon.
- C. Upon motion made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the DC Board of Funeral Directors unanimously voted to issue fines of \$500 to Designated Funeral Director of WH Bacon Funeral Home and refer Funeral Home Establishment W.H. Bacon to the Consumer Protection Unit for enforcement action in the case of Eddie Morataya vs. WH Bacon.
- D. Upon motion made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the DC Board of Funeral Directors unanimously voted to issue fines of \$500 to Designated Funeral Director of WH Bacon Funeral Home and refer Funeral Home Establishment W.H. Bacon to the Consumer Protection Unit for enforcement action in the case of Sarah Kahsay vs. WH Bacon.
- E. Upon motion made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the DC Board of Funeral Directors unanimously voted to issue a Summary Suspension of 30 days to WH Bacon Funeral Home.
- F. Upon motion made by Board member Randolph Horton and properly seconded by Board member Duane Hills, the DC Board of Funeral Directors unanimously voted to defer the complaint of Stewart Funeral Home pending additional information.
- G. Upon motion made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the DC Board of Funeral Directors unanimously voted to dismiss the complaint filed against Horton Funeral Home citing no violations.

**Agenda Item – Old Business**

- A. **Practical Examination Date April 2021** – Board Administrator Andrew Jackson announced that the DC Board of Funeral Directors does not have any candidates for the practical examination. Practical examination will not be scheduled for April.
  
- B. **Website Information** – Board Chair John McGuire requested that 2019 information be removed from the DC Board of Funeral Directors website. Program Coordinator Nicole McClendon to follow up with OIS Team on request.

**Agenda Item – New Business**

- A. **Small Business Resource Center (SBRC) Workshop** – Board Administrator Andrew Jackson suggested to the Board to start thinking about the prospects and topics of holding an SBRC workshop for the Board of Funeral Directors to be coordinated by the Education Unit. Board to follow up with suggested topics at the May 6<sup>th</sup> Board meeting.

**Agenda Item: Next Meeting:** DC Board of Funeral Directors meeting to be scheduled for Thursday May 6, 2021 at 1pm.

**Agenda Item Adjournment:**

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board unanimously voted to adjourn the meeting at 2:40pm.

Respectfully submitted,

  
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John McGuire, Chair

6 MAY 2021  
Date

Recorder & Transcriber: Andrew Jackson, Board Administrator