



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

Thursday, May 06, 2021
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on May 6, 2021 at 1100 4th 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 1:07 pm

Board Members Present: John McGuire, Randolph Horton, Asanti Williams, and Ernest Boykin

Members Absent: Duane Hills

Staff Present: Andrew Jackson-**Board Administrator**, Marc Nielsen-**Legal Counsel**, Nicole McClendon-**Program Coordinator for Boards and Commissions**, Kevin Cyrus-**Education Coordinator**, Derek Brooks – **Program Manager CPU**, George Batista – **Investigator CPU**, Patrice Richardson – **Program Manager** and Cynthia Briggs -**Program Manager**

Public Members Present: Bennetta Smith

Agenda Item - Comments from the Public:

None

Agenda Item - Minutes

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Asanti Williams the Board unanimously voted to approve the minutes for the April 1, 2021 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Asanti Williams, 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)

None

Agenda Items – Recommendation(s)

- A. Upon motion duly made by Board member Asanti Williams and properly seconded by Board member Ernest Boykin of the DC Board of Funeral Directors, the Board unanimously voted to delegate Authority to OAG in the Hearing and cases against WH Bacon Funeral Home.

Agenda Item – Old 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. After further review at the May 6th Board meeting, the Board is determining the type of audience to address as well as if the SBRC workshop is a fit for the industry. Topics of discussion will be ongoing and final determination to be made at the June 3rd DC Board of Funeral Directors meeting.

Agenda Item – New Business

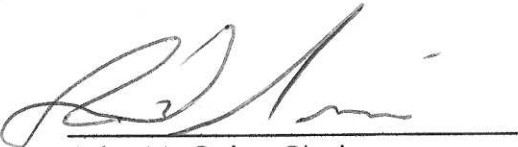
- B. **New OPLA In-House Application** – Board Administrator Andrew Jackson informed the Board of the new In-House Application to replace the expired contract from Learning Builder. All Board members are to review application and provide additional updates prior to the June 3rd DC Board of Funeral Directors meeting.

Agenda Item: Next Meeting: DC Board of Funeral Directors meeting to be scheduled for Thursday June 3, 2021 at 1pm.

Agenda Item Adjournment:

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board unanimously voted to adjourn the meeting at 2:37pm.

Respectfully submitted,



John McGuire, Chair

6/3/2021

Date

Recorder & Transcriber: Andrew Jackson, Board Administrator