



## 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, June 02, 2022  
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on June 2, 2022 at 1100 4<sup>th</sup> Street, S.W., Room E 300A-B, Washington, D.C. 20024. This Public and Executive meeting was held 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**, Kevin Cyrus – **Education Coordinator**, George Batista – **Investigator CPU**, Marc Nielsen – **Legal Counsel** and Nicole McClendon – **Program Coordinator for Boards and Commissions**

**Public Members Present:**

Dr. Al Toler – Funeral Director

### **Agenda Item - Comments from the Public:**

- **Al Toler** – Dr. Al Toler (DC Funeral Director) came before the Board to follow up on a complaint filed in May against a local DC hospital. Board Chair John McGuire informed Dr. Toler that the Board was scheduled to review the complaint in Executive Session as well as informed Dr. Toler to follow up with the Medical Board as well as the Hospital Associations regarding complaints against hospital and medical facilities as currently the regulations suggest that complaints against medical facilities are out of the Board's jurisdiction.

### **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 May 5, 2022 meeting.

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

Upon a motion duly made by Board member Randolph Horton 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. Jack Wilson – **Funeral Director**
2. Brandon Wylie – **Funeral Director**

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

- A. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board voted to approve the Funeral Director application for Jack Wilson for DC Law Examination.
- B. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board voted to approve the Funeral Director application for Brandon Wylie for DC Law Examination.
- C. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board voted to close the complaint filed against McGuire Funeral home citing no violations.
- D. Upon motion duly made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the Board voted to close complaint filed against Medstar Georgetown University Hospital citing complaint is beyond the jurisdiction and scope of the Board.
- E. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board voted to investigate further for possible aiding and abetting of unlicensed activity.

### **Agenda Item – Old Business**

- A. **CEU Audit Status Updates** – Education Coordinator Kevin Cyrus informed the Board that CEU Audit is currently in the process of being conducted. Close to 50 candidates have been audited per Mr. Cyrus. Responses are starting to come back in and a full report should be completed by next month's July 7<sup>th</sup> Board meeting.

- B. **Funeral Outreach Initiatives** – Board Administrator Andrew Jackson provided updates to the Board regarding Funeral Outreach Initiatives. A follow up meeting is looking to be scheduled either June 9<sup>th</sup> or June 16<sup>th</sup> with UDC to implement initiatives. Board member Randolph Horton will be filmed in the coming months for “A Day in the Life of a Funeral Director” video.

**Agenda Item – New Business**


- A. **Licensing Listing** – Board Chair John McGuire thanked management and staff for providing licensing listing. Chairman McGuire asked if listing of names can be alphabetized by last name.
- B. **2022 Practitioners Forum** – Board Chair John McGuire suggested that all Board members and staff start brainstorming ideas for the 2022 practitioner's forum. Ideas and potential speakers will be discussed in the upcoming July 7<sup>th</sup> Board meeting.

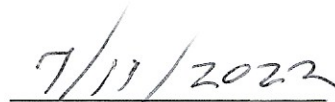
**Agenda Item: Next Meeting:** DC Board of Funeral Directors meeting to be scheduled for Thursday July 7, 2022 at 1pm.

**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 2:17 pm.

Respectfully submitted,

  
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John McGuire, Chair

  
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Date

Recorder & Transcriber: Andrew Jackson, Board Administrator