



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

Thursday, June 03, 2021
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on June 3, 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 1:01 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**, James Barber – **Program Support Specialist**, George Batista – **Investigator CPU**, and Cynthia Briggs -**Program Manager**

Public Members Present: Stacey Stewart – Stewart Funeral Home

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 Ernest Boykin the Board unanimously voted to approve the minutes for the May 6, 2021 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Duane Hills, 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)

- A. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Duane Hills, the DC Board of Funeral Directors assigned designation of committee to approve applications. Committee to be established by Board Chair.

Agenda Items – Recommendation(s)

- A. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton of the DC Board of Funeral Directors, the Board unanimously voted to defer complaint of WH Bacon vs. Zapata pending confirmation of refund of payment.
- B. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Duane Hills of the DC Board of Funeral Directors, the Board unanimously voted to close the complaint against Stewart Funeral Home pending confirmation of refund to complainant.
- C. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton of the DC Board of Funeral Directors, the Board unanimously voted to defer complaint against Marshal March funeral home pending additional information and interview with complainant Mr. Griffin.

Agenda Item – Old Business

- A. **Small Business Resource Center (SBRC) Workshop** – Board elected to defer until next meeting pending discussions between Board members Ernest Boykin and Randolph Horton for ideas.

Agenda Item – New Business

- B. **2021 Practitioners Forum** – Board Chair John McGuire informed the Board to start drafting ideas and potential speakers for the upcoming 2021 Practitioners forum to be held in October. Board to continue discussions on July 1st meeting with Education Unit.

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

Agenda Item Adjournment:

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to adjourn the meeting at 2:12pm.

Respectfully submitted,



John McGuire, Chair

2 JULY 2021
Date

Recorder & Transcriber: Andrew Jackson, Board Administrator