



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

Thursday, September 02, 2021
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on September 2, 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 Vice Chair Asanti Williams at 1:32 pm

Board Members Present: Asanti Williams, Randolph Horton, Duane Hills, and Ernest Boykin

Members Absent: John McGuire

Staff Present: Andrew Jackson-**Board Administrator**, Marc Nielsen-**Legal Counsel**, Kevin Cyrus – **Education Coordinator**, Kathy Thomas – **Education Coordinator**, and Patrice Richardson – **Program Manager**

Public Members Present: **A. Thompson** – Observer
Kendal Wade – Observer
Kristina Sloan – Observer
Lauren Thomas (ICFSEB) - Observer

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 July 1, 2021 meeting with corrections.

Agenda Item- Executive Session

Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Randolph Horton, 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 Asanti Williams and properly seconded by Board member Randolph Horton, the DC Board of Funeral Directors approved the application for Donald Gray pending physical address and location information.
- B. Upon motion duly made by Board member Duane Hills and seconded by Board member Ernest Boykin, the DC Board of Funeral Directors approved the application for Charlene Belton.
- C. Upon motion duly made by Board member Asanti Williams and seconded by Board member Randolph Horton, the DC Board of Funeral Directors approved the application of Kendal Wade.

Agenda Items – Recommendation(s)

- A. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Asanti Williams, the Board voted to dismiss the complaint filed against Stewart Funeral home.

Agenda Item – Old Business

- A. **Small Business Resource Center (SBRC) Workshop** – Board elected to put any discussions relating to the SBRC Workshop on hold until January 2022 to allow for more discussion and focus to be put on the 2021 Practitioners Forum.
- B. **2021 Practitioners Forum** – The DC Board of Funeral Directors elected to move the annual practitioners forum to November 10th. The Board determined that Vital Records and OCME shall return for the upcoming forum. Board Administrator Andrew Jackson is requesting additional topics be sent to his attention by September 24th.

Agenda Item – New Business

No new business at this public meeting.

Agenda Item: Next Meeting: DC Board of Funeral Directors meeting to be scheduled for Thursday October 7, 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 2:44pm.

Respectfully submitted,



John McGuire, Chair

1 Nov 2021
Date

Recorder & Transcriber: Andrew Jackson, Board Administrator