



DISTRICT OF COLUMBIA  
**Board of Funeral Directors**  
1100 4<sup>th</sup> Street SW, Room E300, Washington, DC  
**Meeting Minutes**  
**Thursday, May 5, 2016**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, May 5, 2016, at 1100 4<sup>th</sup> Street, S.W., Room E300A/B, Washington, D.C. The Board held its Executive Session to discuss applications for licensure, complaints, legal counsel report, budget report, calendar dates, and correspondence.

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The meeting was called to order by Chair Lynn Armstrong Patterson at 1:16 PM.

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**Board Members Present:** Lynn Armstrong Patterson, Randolph Horton, Essita Duncan

**Board Members Absent:** none

**Staff Present:** Kevin Cyrus, *Education Coordinator*, Andrew Jackson, *Board Administrator*, Asia Dumas, *Investigator*, George Batista, *Investigator*, Clifford Cooks, *Program Manager*

**Staff Absent:** Sheldon J. Brown, *Board Administrator*

**Legal Advisor to the Board:** Kia Winston

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**Agenda Item: Comments from the Public**

No comments from the public at this meeting.

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**Agenda Item: Review of Correspondence**

No correspondence for review at this meeting.

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**Agenda Item: Minutes**

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to approve draft minutes for the April 22, 2016 meeting.

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**Agenda Item: Application for Licensure Recommendations**

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to approve 1 application for Reinstatement of Courtesy Card for Joseph John Dougan.

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**Agenda Item: Budget**

There was no budget report reviewed at this meeting.

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**Agenda Item: Legal Counsel Report**

There was no legal counsel report reviewed at this meeting.

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**Agenda Item: Complaints**

Investigator George Batista contacted LaTanya Simms. Per George's conversation with LaTanya, she has been employed by the hospital for 13 years. The Board unanimously voted to allow LaTanya to practice as an apprentice while working in the hospital. A letter will be drafted to LaTanya Simms stating that she cannot solicit for business.

The decision in the hearing of the Cease and Desist for Austin Royster Funeral Home has been held in effect until the pending Revocation hearing is complete.

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**Agenda Item: Review of Calendar**

No Calendar items to review.

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**Agenda Item: Old Business**

No Old Business.

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**Agenda Item: New Business**

No New Business.

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**Agenda Item: Next Meeting**

The next meeting is scheduled for Thursday, June 2, 2016 at 1:00 pm at 1100 4<sup>th</sup> Street, SW, Room E300.

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**Agenda Item: Adjournment**

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to adjourn the meeting at 2:20 pm.

Respectfully submitted,

\_\_\_\_\_  
Lynn Armstrong Patterson, Chair

6 - 2 - 2016

\_\_\_\_\_  
Date

Recorder: Andrew Jackson, Board Administrator  
Attachments