



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

Thursday, February 06, 2020
MEETING MINUTES

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on February 6, 2020 at 1100 4th Street, S.W., Room E 300A-B, Washington, D.C. 20024.

The meeting was called to order by Board Chair Asanti Williams at 1:14 pm

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

Members Absent: John McGuire

Staff Present: Andrew Jackson-**Board Administrator**, Kevin Cyrus-**Education Coordinator**, George Batista-**Investigator**, Chanda Kearny-**Program Support Specialist**, Shaun Richards-**Program Support Specialist**, Kia Winston-**Legal Counsel**, Nicole McClendon-**Program Coordinator for Boards and Commissions** and Cynthia Briggs-**Program Manager**

Public Members Present: None

Agenda Item - Comments from the Public:

No comments from the public at this meeting.

Agenda Item - Minutes

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the Board unanimously voted to approve the minutes for the January 9, 2020 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Ernest Boykin 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)

1. Latasha Taylor – Funeral Director Apprentice
2. Jamie Cummings – Funeral Courtesy Card
3. Makini Bruce – Funeral Director (Examination)
4. Karyn Lord – Funeral Director (Reciprocity)
5. Robert Damitz – Funeral Director (Reciprocity)
6. Robert Kalas – Funeral Courtesy Card (Reinstatement)

Agenda Items – Recommendation(s)

- A. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board unanimously voted to delegate Board Authority in the matter of Hunt Funeral Home with the Office of Administrative Hearings (OAH).

- B. Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the Board unanimously voted to defer complaint regarding W.H. Bacon pending a review of the information received which includes the following:
 - i. General Price List (GPL)
 - ii. All Contracts
 - iii. Cremation Authorization

- C. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to approve the following applications:
 - Latasha Taylor – Funeral Director Apprentice (Approved for Examination)
 - Jamie Cummings – Funeral Courtesy Card (Approved for License)
 - Karyn Lord – Funeral Director-Reciprocity (Approved for Examination)
 - Robert Damitz – Funeral Director-Reciprocity (Approved for Examination)
 - Robert Kalas – Funeral Courtesy Card-Reinstatement (Approved for license)

- D. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, the Board unanimously voted to approve the following application:
 - Makini Bruce – Funeral Director-(Approved for Examination)

Agenda Item – Old Business

- A. **ICFSEB Conference** – Board Administrator Andrew Jackson informed the Board that travel for the upcoming annual conference scheduled for February 17th-20th at The Hammock Beach Resort in Palm Coast, FL has been approved. Mr. Jackson informed Board members that flight reservations should be made. Program Coordinator for Boards and Commissions Ms. Nicole McClendon followed up by stating registration dues for the conference has also been paid.

Agenda Item – New Business

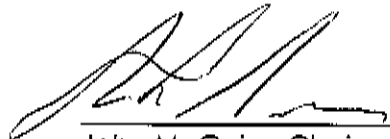
- A. The Board is currently identifying the dates of April 9th and April 23rd for the Practical Examination. Board members John McGuire, Asanti Williams and Duane Hills will be in attendance.

Agenda Item: Next Meeting: DC Board of Funeral Directors meeting to be scheduled for Thursday March 5, 2020.

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 2:25 pm.

Respectfully submitted,



John McGuire, Chair

3/5/2020

Date

Recorder & Transcriber: Andrew Jackson, Board Administrator