



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

**Thursday, October 01, 2020
MEETING MINUTES**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on October 1, 2020 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 1:03 pm

Board Members Present: John McGuire, Asanti Williams and Duane Hills

Members Absent: Randolph Horton and Ernest Boykin

Staff Present: Andrew Jackson-**Board Administrator**, George Batista-**Investigator**, Kevin Cyrus-**Education Coordinator**, Marc Nielsen-**Legal Counsel**, Nicole McClendon-**Program Coordinator for Boards and Commissions** and Cynthia Briggs-**Program Manager**

Public Members Present: Janelle Suggs from Vital Records

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 Asanti Williams and properly seconded by Board member Duane Hills, the Board unanimously voted to approve the minutes for the September 3, 2020 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Asanti Williams 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. Chidinma Anyanwu – Funeral Director
2. Manolito Diaz – Funeral Director
3. Hunt Funeral Home II – Funeral Home Establishment

Agenda Items – Recommendation(s)

- A. Upon motions duly made by Board members of the DC Board of Funeral Directors the following applications were approved:
 - a. Manolito Diaz – Funeral Director (Motion Hills, 2nd Williams)
- B. Upon motions duly made by Board members of the DC Board of Funeral Directors, the Board unanimously voted to defer the following applications pending additional information and follow up:
 - a. Chidinma Anyanwu – Funeral Director (Motion Williams, 2nd Hills)
 - b. Hunt Funeral Home II – Funeral Home Establishment (Motion Williams, 2nd Hills)
- C. Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Duane Hills, the Board unanimously voted to defer variance of Precious Memories Funeral Home pending application and additional information.

Agenda Item – Old Business

- A. Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Duane Hills, the Board unanimously voted to approve the date of the Funeral Practitioners Forum to Tuesday October 27th and the following speakers:
 - a. Terra Abrams
 - b. Rebecca Wood
 - c. Andrew Reiter
 - d. Joanna EllsberryThe theme of this year's forum will be "Meeting Customer Needs Through Technology".
- B. Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Duane Hills, the Board unanimously voted to approve all Board members and a minimum of 1 staff person to attend the ICFSEB Conference to be held on Houston, TX February 24th-25th.

Agenda Item – New Business

- A. **Practical Examinations** – Examination Coordinator Irina Moore announced that 1 candidate successfully completed the theory portion of the Funeral Director examination. The Board is currently awaiting status of MOA to be signed by UDC

before practical Examination can be scheduled. Cynthia Briggs to provide updates of the status of MOA in the coming days.

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

Agenda Item Adjournment:

Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Duane Hills, the Board unanimously voted to adjourn the meeting at 2:34 pm.

Respectfully submitted,



John McGuire, Chair

5 NOV 2020
Date

Recorder & Transcriber: Andrew Jackson, Board Administrator