



## **OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION**

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

**Thursday, September 03, 2020  
MEETING MINUTES**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on September 3, 2020 at 1100 4<sup>th</sup> 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 Board Chair Asanti Williams at 1:11 pm

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

**Members Absent:** John McGuire

**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:** Daniel Payne from Precious Memories Funeral Home

### **Agenda Item - Comments from the Public:**

Daniel Payne came before the Board from Precious Memories Funeral Home to request a change of address to an existing Funeral Home Establishment. Per Vice Chair Asanti Williams, the Board will review the request from Mr. Payne and follow up in the immediate future.

### **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 July 2, 2020 meeting.

### **Agenda Item- Executive Session**

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, 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. Karyn Lord – Funeral Courtesy Card Holder
2. Kennedy Syphax – Funeral Director
3. Antonia Cummings – Funeral Director
4. Hunt Funeral Home II – Funeral Home Establishment

### **Agenda Items – Recommendation(s)**

- A. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Asanti Williams, the Board unanimously voted to close the complaint regarding Norma Brodsky vs. Torchinsky Hebrew Funeral Home citing no violations. Norma Brodsky will be referred to the Office of Cemetery Oversight in Maryland.
- B. Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board unanimously voted to close the complaint of Carolyn Hall vs. Latney's Funeral Home citing no violations. A best practices letter will be sent to Latney's Funeral Home regarding the alleged complaint.
- C. Upon motions duly made by Board members of the DC Board of Funeral Directors the following applications were approved:
  - i. Karyn Lord – Funeral Courtesy Card (Motion Williams, 2<sup>nd</sup> Hills)
  - ii. Kennedy Syphax – Funeral Director (Motion Horton, 2<sup>nd</sup> Boykin)
  - iii. Antonia Cummings – Funeral Director (Motion Hills, 2<sup>nd</sup> Williams)
- D. Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Ernest Boykin, the Board unanimously voted to defer the application of Hunt Funeral Home II pending additional information and follow up.

### **Agenda Item – Old Business**

No Old Business was discussed at this public meeting.

### **Agenda Item – New Business**

- A. **Save the Date – 117<sup>th</sup> Annual ICFSEB Conference – Houston, TX February 24<sup>th</sup>-25<sup>th</sup> 2021** – Board Administrator Andrew Jackson announced the dates for the 117<sup>th</sup> annual conference. The Board will discuss plan of action and Board members attending at the next Board meeting scheduled for Thursday October 1<sup>st</sup>.
- B. **Funeral Practitioners Forum** – Education Coordinator Kevin Cyrus announced that the upcoming Funeral Directors Practitioners Forum is tentatively scheduled for Thursday October 15<sup>th</sup>. The Forum will be in a virtual format. Mr. Cyrus requested

that all Board members provide feedback of speakers and topics by Thursday September 10<sup>th</sup>.

**Agenda Item: Next Meeting:** DC Board of Funeral Directors meeting to be scheduled for Thursday October 1, 2020.

**Agenda Item Adjournment:**

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the Board unanimously voted to adjourn the meeting at 2:38 pm.

Respectfully submitted,

  
\_\_\_\_\_  
John McGuire, Chair

1 OCT 2020

\_\_\_\_\_  
Date

Recorder & Transcriber: Andrew Jackson, Board Administrator