



DISTRICT OF COLUMBIA
Board of Funeral Directors

1100 4th Street, SW, Room E300, Washington, DC

Meeting Minutes
Thursday, February 5, 2015

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, January 15, 2015, at 1100 4th Street, S.W., Room 300A/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.

* * * * *

The meeting was called to order by Chair Lynn Armstrong Patterson at 11:10 AM

* * * * *

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

Board Members Absent: E’Lois Waller and Charles Bowman, Jr.

Staff Present: Kevin Cyrus, Education Liaison, Occupational and Professional Licensing Division;
George Batista, Investigator, Occupational and Professional Licensing Division;
Steve Parker, Investigator, Occupational and Professional Licensing Division;

Legal Advisor to the Board: Kia Winston

* * * * *

Agenda Item: Comments from the Public

No members of the public were present at the meeting.

* * * * *

Agenda Item: Review of Correspondence

There was no correspondence that required Board input.

* * * * *

Agenda Item: Minutes

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member, Randolph Horton, the Board unanimously voted to approve draft minutes for the January 15, 2015 meeting.

* * * * *



DISTRICT OF COLUMBIA
Board of Funeral Directors

Meeting Minutes
Thursday, February 5, 2015

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member, Randolph Horton, the Board unanimously voted to approve funeral director applications as staff reviewed.

* * * * *

Agenda Item: Budget

There was no budget report reviewed at this meeting.

* * * * *

Agenda Item: Legal Counsel Report

There was no legal counsel report reviewed at this meeting.

* * * * *

Agenda Item: Complaints

In the matter of the request for assistance from James Sullivan regarding Pre-Need Contract Transfers with the Austin Royster Funeral Home, the Board decided to request a complaint response from Austin Royster Funeral Home.

* * * * *

Agenda Item: Review of Calendar

There were no calendar items to report or review at this meeting.

* * * * *

Agenda Item: New Business

Former Chief Medical Examiner, Dr. Marie Pierre-Louis sent a letter to Chair Patterson, which was read for the Board members at the meeting.

Chair Patterson will be attending the annual meeting of the International Conference of Funeral Service Examining Boards in Dallas of February 25 – 26.

Chair Patterson posed the question about the continued validity of the regulation that requires for Maryland and Virginia courtesy card holders to notify the Board regarding removals of bodies within the District.



DISTRICT OF COLUMBIA
Board of Funeral Directors

Meeting Minutes
Thursday, February 5, 2015

Agenda Item: Old Business

The Board concluded that no further action was required regarding the inspection of the Austin Royster Funeral Home's new location. Board investigators found the space to be in compliance with Board regulations.

* * * * *

Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, March 5, 2015 at 11:00 am at 1100 4th Street, SW, Rm E300.

* * * * *

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 12:15 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

5/2/2015

Date

Recorder: Kevin Cyrus, Board Liaison
Attachments