



DISTRICT OF COLUMBIA
Board of Funeral Directors

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

Meeting Minutes
Thursday, January 9, 2014

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Monday, January 9, 2014, 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.

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The meeting was called to order by Chair Lynn Armstrong Patterson at 1:30 PM

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Board Members Present: Randolph Horton, Charles Bowman and Lynn Armstrong Patterson

Board Members Absent: E'Lois Waller

Staff Present: Clifford Cooks, Program Manager, Occupational and Professional Licensing Division;
Kevin Cyrus, Education Liaison, Occupational and Professional Licensing Division;

Legal Advisor to the Board: Kia Winston

Public Consumers Present: None

Agenda Item: Comments from the Public

There were no comments from the public.

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DC Agency Representative(s) Present:

- Courtney Williams, Permit Manager, Public Space Operations Project, DDOT
- Bernadette Edwards, Customer Service Manager, Public Space Regulation Administration, DDOT

Agenda Item: Comments from the DC Agency Representative (s)

Mr. Williams and Ms. Edwards fielded questions from Board members and provided clarity to the Policy, Procedure, Placement, Notification and Practice of ordering and monitoring parking signs for funeral directors. I.E. Timing of signs should be 72 hours ahead of the date needed. Funeral Directors must notify DPW that signs have been posted so that DPW can go verify that the signs have been posted.



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Agenda Item: Review of Correspondence

- NOMIS Funeral Home & Cemetery News – December 2013

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Agenda Item: Minutes

Upon a motion duly made by Board member Charles Bowman and properly seconded by Board member, Randolph Horton, the Board unanimously voted to approve draft minutes for December 2013 meeting.

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Agenda Item: Application for Licensure Recommendations

There were no applications requiring Board review.

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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 given at this meeting.

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Agenda Item: Complaints

Regarding the complaint brought by Ruth E. Marshall against McGuire Funeral Service, the Board voted to close the case based on finding no violation of DC Funeral Director regulations, upon a motion duly made by Board member Randolph Horton and duly seconded by Charles Bowman.

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Agenda Item: Review of Calendar

No new calendar dates were discussed in this meeting.



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Agenda Item: Old Business

No old business was discussed during the meeting.

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Agenda Item: New Business

No new business was discussed during the meeting.

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Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, February 6, 2014 at 1:00 pm at 1100 4th Street, SW, Rm E300.

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Agenda Item: Adjournment

The Board lost its quorum at 1:59 pm, after Board member Charles Bowman left the meeting.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

Date

Recorder: Kevin Cyrus, Board Liaison
Attachments