



DISTRICT OF COLUMBIA
Board of Funeral Directors

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

Meeting Minutes
Thursday, February 6, 2014

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, February 6, 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 12:50 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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Agenda Item: Review of Correspondence

- 110th Conference Annual Meeting Credentialing Form was reviewed.
- DC Funeral Association letter regarding pronouncement guidelines was reviewed. The letter's subject matter regards a request for documentation of funeral directors' legal requirements around pronouncements.

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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 the January 9, 2014 meeting.



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Agenda Item: Application for Licensure Recommendations

There was one reinstatement application which required Board review. The Board voted to approve the application contingent on receiving proof that the applicant completed all the continuing education hours required for the period of inactivity.

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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

There were no applications requiring Board review.

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Agenda Item: Review of Calendar

No new calendar dates were discussed in this meeting.

Agenda Item: Old Business

A report was given regarding the success of the DC Board of Funeral Directors' Practitioners' Forum held on February 4, 2014 at Gallaudet University.

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Agenda Item: New Business

Board Member Randolph Horton expressed interest in attending the 2014 conference of the Council on Licensure, Enforcement and Regulation (CLEAR).

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The Board voted to send Lynn Armstrong Patterson as its delegate to 110th Annual Meeting of the International Conference of Funeral Service Examining Boards. Randolph Horton was voted as the Alternate Delegate for the meeting.

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Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, March 6, 2014 at 11:00 am at 1100 4th Street, SW, Rm E300. It was decided that future meetings would commence at 11:00 am to better accommodate Board member schedules.

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Agenda Item: Adjournment

The Board voted to end the meeting at 2:59 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

3.6.2014

Date

Recorder: Kevin Cyrus, Board Liaison
Attachments