



DISTRICT OF COLUMBIA
Board of Funeral Directors
1100 4th Street SW, Room E300, Washington, DC
Meeting Minutes
Thursday, May 5, 2016

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, May 5, 2016, at 1100 4th Street, S.W., Room E300A/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 1:16 PM.

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

Board Members Absent: none

Staff Present: Kevin Cyrus, *Education Coordinator*, Andrew Jackson, *Board Administrator*, Asia Dumas, *Investigator*, George Batista, *Investigator*, Clifford Cooks, *Program Manager*

Staff Absent: none

Legal Advisor to the Board: Kia Winston

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Agenda Item: Comments from the Public

No comments from the public at this meeting.

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Agenda Item: Review of Correspondence

No correspondence for review at this meeting.

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Agenda Item: Minutes

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to approve draft minutes for the April 22, 2016 meeting.

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Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Essita Duncan, the Board unanimously voted to approve 1 application for Reinstatement of Courtesy Card for Joseph John Dougan.

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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 reviewed at this meeting.

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Agenda Item: Complaints

Investigator George Batista contacted LaTanya Simms. Per George's conversation with LaTanya, she has been employed by the hospital for 13 years. The Board unanimously voted to allow LaTanya to practice as an apprentice while working in the hospital. A letter will be drafted to LaTanya Simms stating that she cannot solicit for business.

The decision in the hearing of the Cease and Desist for Austin Royster Funeral Home has been held in effect until the pending Revocation hearing is complete.

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Agenda Item: Review of Calendar

No Calendar items to review.

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Agenda Item: Old Business

No Old Business.

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Agenda Item: New Business

No New Business.

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Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, June 2, 2016 at 1:00 pm at 1100 4th Street, SW, Room E300.

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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 2:20 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

Date

Recorder: Andrew Jackson, Board Administrator
Attachments

DRAFT