



**DISTRICT OF COLUMBIA
Board of Funeral Directors**
1100 4th Street, SW, Room E300, Washington, DC

**Meeting Minutes
Thursday, November 13, 2014**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, November 13, 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.

* * * * *

The meeting was called to order by Chair Lynn Armstrong Patterson at 11:35 AM

* * * * *

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

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;
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

Ms. Rosa Hamilton delivered comments regarding her complaint against the Horton Funeral Home Establishment. Ms. Hamilton was distressed about how long it took to receive a death certificate and also expressed a desire to receive the ashes of her deceased family member. It was noted that the family switched from a burial to a cremation which slowed down how long it took to receive a death certificate. She felt that it took too long to receive the death certificate. The Board voted to close this complaint due to there was no violation of regulations or law.

Ms. Robbie Walker King delivered comments regarding her complaint against the Pinckney Spangler Funeral Home Establishment. Ms. King expressed a desire to see that incidents similar to hers be prevented from happening in the future.

* * * * *

Agenda Item: Review of Correspondence

There was no correspondence that required the Board's attention.



**DISTRICT OF COLUMBIA
Board of Funeral Directors**

**Meeting Minutes
Thursday, November 13, 2014**

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 October 2, 2014 meeting.

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 funeral director applications.

* * * * *

Agenda Item: Budget

There was no budget report reviewed at this meeting.

* * * * *

Agenda Item: Legal Counsel Report

The Board deferred review and final decision of the proposed rulemaking pending a separate review meeting.

* * * * *

Agenda Item: Complaints

In the matter of Austin Royster Funeral Home, the Board will request a copy of the contract with the complainant.

In the matter of Horton Funeral Home, the Board voted to close this complaint due to there was no violation of regulations or law.

* * * * *



**DISTRICT OF COLUMBIA
Board of Funeral Directors
Meeting Minutes
Thursday, November 13, 2014**

Agenda Item: Review of Calendar

DC Board of Funeral Directors meeting dates for calendar year 2015 were approved as follows:

January 8, 2015

February 5, 2015

March 5, 2015

April 2, 2015

May 7, 2015

June 4, 2015

July 2, 2015

August, 2015 – BOARD RECESS

September 3, 2015

October 1, 2015

November 12, 2015

December 3, 2015

* * * * *

Agenda Item: New Business

The DC Board of Funeral Directors Practical Exam will be scheduled pending exam candidates.

* * * * *

Agenda Item: Old Business

Continuing Education compliance review revealed that Funeral Directors were substantially in compliance.

Funeral Directors will need to contact the Board staff in OPLA in order to change their password in the Credential Manager.

* * * * *

Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, December 4, 2014 at 11:00 am at 1100 4th Street, SW, RM E300.

* * * * *



DISTRICT OF COLUMBIA
Board of Funeral Directors
Meeting Minutes
Thursday, November 13, 2014

Agenda Item: Adjournment

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member Randolph Horton, the Board unanimously voted to adjourn the meeting at 1:13 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

12.4.2014

Date

Recorder: Kevin Cyrus, Board Liaison
Attachments