



**DISTRICT OF COLUMBIA
Board of Funeral Directors
1100 4th Street SW, Conference Room E300
Washington, DC 20024
Meeting Minutes
Thursday October 6, 2016**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, October 6, 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 and legal counsel report.

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The meeting was called to order by Chair Lynn Armstrong Patterson at 1:15 PM.

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Board Members Present: Lynn Armstrong Patterson, Randolph Horton, Essita Duncan, John McGuire, Asanti Williams

Board Members Absent: None

Staff Present: Wilfred Usher, *Regulatory Investigation Section*, Runako Allsopp Assistant General Counsel, Kevin Cyrus, *Education Coordinator*, S. J. Brown, *Board Administrator*, Kia Winston, *Legal Advisor*, Asia Dumas, *Investigator*, George Batista, *Investigator*, Kathy Thomas, *Education Liaison Specialist*

Staff Absent: Andrew Jackson, *Board Administrator*

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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 to review.

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Agenda Item: Minutes

Upon a motion duly made by Board member John McGuire and properly seconded by Board member Asanti Williams, the Board unanimously voted to approve minutes for the September 8, 2016 meeting with corrections.

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Executive Session

Upon a motion duly made by Board member John McGuire and properly seconded by Board member Asanti Williams, the Board unanimously voted to go into executive session.

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Board member John McGuire and properly seconded by Board member Asanti Williams, the Board unanimously voted to approve 1 Reinstatement application for Funeral Home Establishment for W. H. Bacon Funeral Home.

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Agenda Item: Complaints

Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member John McGuire the Board unanimously voted to extend a settlement offer to Austin Royster Funeral Home, consistent with the terms discussed in the executive session.

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Agenda Item: Old Business

The 2016 Funeral Board Practitioners Forum is scheduled for Thursday November 17, 2016 at Gallaudet University. Kathy Thomas, *Education Liaison Specialist* provided an update of confirmed speakers and speakers to confirm. Presentation time slots per presenter were discussed and adding the questions and answers segment was allotted and closing remarks were shortened to 5 minutes. Also, she indicated that the notice will be sent around October 17, 2016.

Regarding the Electronic Death Registration System (EDRS) - Delinquent Death Filings, the Board decided not to contact funeral home establishments that have delinquent death certificate filings; the Vital Records Division should contact funeral home establishments. But that Board will provide any assistance that it can to aid the Vital Records Division. The Chairperson indicated that most of the issues deal with cremations and being held up due to that process.

The Board reviewed the Department of Health proposed rulemaking for termination of resuscitation in the field by paramedics and remote pronouncements. The proposed rulemaking is good and welcomed. Board members will send their comments have they have any.

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Agenda Item: New Business

No New Business.

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Agenda Item: Announcements

Board member McGuire announced that he represented the Board at the Medical Examiners Symposium, a full scale exercise. This was a good public relations event for the Board. Mr. McGuire shared photos of the event.

Board member McGuire wanted the Board to discuss the appropriate time for executive session in order that the public could attend more of the meeting. A specific time for executive session can be listed.

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Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, November 3, 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 Asanti Williams and properly seconded by Board member Randolph Horton, the Board unanimously voted to adjourn the meeting at 4:23 pm.

Respectfully submitted,



Lynn Armstrong Patterson, Chair

Date 11/3/2016

Recorder: S. J. Brown, Board Administrator

Attachments