



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

**D.C. Board of Funeral Directors
1100 4th Street SW, Room E300 A- B
Washington, DC 20024**

**Thursday, October 03, 2024
MEETING MINUTES**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on October 3, 2024 at 1100 4th Street, S.W., Room E 300A-B, Washington, D.C. 20024. This Public and Executive meeting was held via WebEx Webinar format.

The meeting was called to order by Board Chair John McGuire at 1:00 pm

Board Members Present: John McGuire, Asanti Williams, Ernest Boykin and Randolph Horton

Members Absent: None

Staff Present: Andrew Jackson – **Program Specialist**, Marc Nielsen – **Legal Counsel**, Kevin Cyrus – **Education Coordinator**, Anisah Crosby – **CPU Manager**, George Batista – **CPU Investigator**, April Randal – **Legislative Director**, and Nicole McClendon – **Program Coordinator Boards and Commissions**

Public Members Present:

- **Brittney Davis** – Came before the Board to here about outcome regarding a complaint
- **Angel King** – Came before the Board as an observer
- **Tony Donaldson Jr.** – Checking on the status of an apprentice application.

Agenda Item - Comments from the Public:

No comments from the public at this meeting.

Agenda Item - Minutes

Upon a motion duly made by Board member Asanti Williams and properly seconded by Board member Randolph Horton the Board unanimously voted to approve the minutes for the September 12, 2024 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding.

Agenda Item- Application(s)

Name	Application Type
Tony Donaldson	Funeral Director by Apprentice

Agenda Items – Recommendation(s)

Name	Application Type	RECOMENDATIONS
Tony Donaldson	Funeral Director by Reciprocity	<i>Motion to approve for DC Apprentice Exam - 1st Boykin, 2nd Williams</i>

Agenda Item – Old Business

- A. **Practitioners Forum 2024:** The following topics and speakers will be included for the Forum scheduled for Wednesday October 23rd:
- **Cremation Best Practices:**
 - **DC Department of Health, Vital Records**
 - **The Business of STEM Program**
 - **Office of the Chief Medical Examiner (OCME)**
 - **Natural Organic Reduction**

Education Coordinator Kevin Cyrus confirmed that all speakers will be in attendance.

Agenda Item – New Business

- A. **Travel Procedures:** Board Administrator Andrew Jackson informed the Board of new travel procedures in which the Board will have all expenses paid up front by the P-Card.

- B. **Zoom Launch:** Board administrator Andrew Jackson informed all Board members that meetings will be held via Zoom moving forward.

Agenda Item: Next Meeting: DC Board of Funeral Directors meeting to be scheduled for Thursday **November 14, 2024**, at 1pm.

Agenda Item Adjournment:

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton, the Board unanimously voted to adjourn the meeting at 2:34 pm.

Respectfully submitted,

John McGuire, Chair

Date

Recorder & Transcriber: Andrew Jackson, Board Administrator