



OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION

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

**Thursday, October 05, 2023
MEETING MINUTES**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on October 5, 2023 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 1:06 pm

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

Members Absent: none

Staff Present: Andrew Jackson – **Program Specialist**, Kevin Cyrus – **Education Coordinator**, Marc Nielsen – **Legal Counsel**, George Batista – **Investigator CPU**, Nicole McClendon – **Program Coordinator Boards and Commissions**, Kimberly Troxler – **Program Support Specialist** and Jacqueline Noisette – **Program Manager**

Public Members Present: Shantelle Ferguson – **Bacon Funeral Home**

Agenda Item - Comments from the Public:

Shantelle Ferguson from Bacon Funeral Home attended the Board meeting as an observer.

Agenda Item - Minutes

Upon a motion duly made by Board member Ernest Boykin and properly seconded by Board member Randolph Horton the Board unanimously voted to approve the minutes for the September 7, 2023 meeting.

Agenda Item- Executive Session

Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Ernest Boykin, 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)

1. Echelon Funeral Services – **Funeral Home Establishment**
2. Juliana Fortunato – **Funeral Director (from Virginia)**
3. Colin Sheehan – **Funeral Courtesy Cardholder**
4. Lillie Johnson – **Funeral Courtesy Cardholder**
5. Amanda Lumpkin – **Funeral Director (from Virginia)**
6. Wendell Bacon – **Funeral Director (New)**
7. Regina Royal – **Funeral Apprentice**
8. Shannon McLaughlin – **Funeral Director (from New York)**

Agenda Items – Recommendation(s)

- A. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board voted to close the complaint of Robinson Funeral Home citing no violations.
- B. Upon motion duly made by Board member Ernest Boykin and properly seconded by Board member Duane Hills, the Board voted to approve the application of Echelon Funeral Services pending DLCP Inspection.
- C. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board voted to approve the application of Juliana Fortunato for Funeral Director for DC Law Exam.
- D. Upon motion duly made by Board member Asanti Williams and properly seconded by Board member Ernest Boykin, the Board voted to approve the application of Colin Sheehan for Funeral Courtesy Cardholder.
- E. Upon motion duly made by Board member Duane Hills and properly seconded by Board member Randolph Horton, the Board voted to approve the application of Lillie Johnson for Funeral Courtesy Cardholder.
- F. Upon motion duly made by Board member Ernest Boykin and properly seconded by Board member Asanti Williams, the Board voted to approve the application of Amanda Lumpkin for Funeral Director for DC Law Exam.
- G. Upon motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board voted to deny the

Funeral Director application of Wendell Bacon. The Board recommended that Mr. Bacon apply as an apprentice and sit for Apprentice Exam before pursuing Funeral Director license.

- H. Upon a motion duly made by Board member Duane Hills and properly seconded by Board member Asanti Williams, the Board voted to approve the Apprentice application of Regina Royal for examination.
- I. Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board voted to defer the application of Shannon McLaughlin pending additional information.

Agenda Item – Old Business

- A. **Practitioners Forum Update:** Education Coordinator Kevin Cyrus provided updates to Forum. The following speakers have been confirmed for the Forum:
 - i. **Valerie Grant** – Vital Records
 - ii. **Preston Moore** – DPW
 - iii. **La Brada Eloy Rodriguez** – DC Council

Board member Ernest Boykin will also serve as the Master of Ceremonies for the upcoming Forum.

- B. **Funeral Outreach Video Update:** Board Administrator Andrew Jackson provided updates to Outreach Video. Part one of the recording has been completed. Some edits are ongoing. Copies of part one to be administered to Board members. Script development for part two will start in November.
- C. **Practical Examination Scheduling:** The practical examination is scheduled to take place on Thursday October 19th at 11am. All Board members are expected to arrive by 10:30am.

Agenda Item – New Business

- A. **ICFSEB Conference 2024:** The Board voted unanimously to have all 5 Board members and staff attend the upcoming conference in Myrtle Beach, SC in 2024. Travel packets to be submitted once additional information is received from the Conference.

Agenda Item: Next Meeting: DC Board of Funeral Directors meeting to be scheduled for Thursday **November 2, 2023**, at 1pm.

Agenda Item Adjournment:

Upon a motion duly made by Board member Randolph Horton and properly seconded by Board member Ernest Boykin, the Board unanimously voted to adjourn the meeting at 2:52 pm.

Respectfully submitted,



John McGuire, Chair

11/2/2023

Date

Recorder & Transcriber: Andrew Jackson, Board Administrator