



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
Occupational and Professional Licensing Administration



BOARD OF FUNERAL DIRECTORS

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, March 9, 2017, at 1100 4th Street, SW, Room E300 A-B, Washington, DC. The Board held its executive session to discuss complaints and receive legal counsel's report.

The meeting was called to order by Chairperson Lynn Armstrong Patterson at 1:10 PM.

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

Board Members Absent: None

Staff Present: S. J. Brown, *Board Administrator* Pamela Hall, *Board Administrator*, Kia Winston, *Legal Advisor*, George Batista, *Investigator*

Agenda Item: Comments from the Public

None

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 February 2, 2017 meeting minutes with corrections.

Executive Session

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

Agenda Item: Applications

Upon a motion duly made by board member Randolph Horton and properly seconded by board member Asanti Williams, the Board unanimously voted to 1) approve the new application of Tri-State Funeral Home Establishment (upon its passing inspection); and 2) approved Candice E. Turner's application for reinstatement.

Agenda Item: Complaint(s)

Upon a motion duly made by board member Asanti Williams and properly seconded by board member John McGuire, the Board unanimously voted to close the complaint against Marshall March Funeral Home, LLC. The Board concluded that there were no violations by the Marshall March Funeral Home establishment.



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Agenda Item: Complaint(s)

Upon a motion duly made by board member Randolph Horton and properly seconded by board member Asanti Williams, the Board unanimously voted not to modify the Cease and Desist Order request from Austin Royster.

Agenda Item: Old Business

Funeral Home Establishment Tax Rate and Regulations: The Board anticipates a discussion with an Office of Tax and Revenue representative about 9 DCMR § 450–Tax Rate for Morticians and tax regulations for funeral home service providers at its April 6, 2017 meeting. The tax laws for morticians are obsolete and require updating. As an example, funeral home establishments do not sell body pouches. The Board also requests information on used taxes to disseminate to the funeral home establishments.

Title 17 Chapter 30 Regulations: The Board will concentrate on updating Title 17 Chapter 30 by sections and removing outdated sections until the chapter is complete.

Pre-Need Audit: The Board requested a pre-need audit; the Board administrators conducted research and provided a PowerPoint presentation (attached). The Credential Manager System was developed as a compliance tool to ensure all pre-need escrow contracts are reported to the Board. A complete report will be provided on the completion of the audit.

As a reminder, the Board’s practical examination is on April 13, 2017.

Agenda Item: New Business

There was no new business for the Board.

Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, April 6, 2017 at 1:00 pm.

Agenda Item: Adjournment

Upon a motion duly made by board member Randolph Horton and properly seconded by board member Asanti Williams, the Board unanimously voted to adjourn the meeting at 3:39 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

Date



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Recorder: S. J. Brown, Board Administrator
Pamela Hall, Board Administrator