

Louisiana State Board of Embalmers And Funeral Directors

Minutes of the Meeting

For

January 9, 2018

Board Members present:

S. J. Brasseaux , President

Duplain Rhodes, III

Terry Luneau

Lonnelle Aquillard

Willie P. Davis, Jr.

The meeting was called to order by the Board's President, Mr. Brasseaux at 9:10 AM, at the Board's office, located at 3500 N. Causeway Blvd. Ste. 1232 Metairie, Louisiana. Also present was Dianne T. Alexander, General Counsel, Kim W. Michel, Executive Director, M. Jude Daigle, Inspector and Heidi Penouilh, Administrative Coordinator, III. Mr. Callahan, Mr. Southall, Mr. Muhleisen and Mr. McFarland was not present for today's meeting.

PUBLIC COMMENTS:

There were no public comments presented.

PRESENTATIONS:

There were no presentations scheduled for today's meeting.

COMPLIANCE HEARING and/or ADMISSION AND CONSENT

The Board was presented with additional information regarding CE Brokers, a continuing education maintenance website for licensees and Boards.

Motion was made by Mr. Luneau, seconded by Ms. Aquillard and passed to move forward with the CE Broker program based on a review of the contract by CE Broker and the additional information regarding the process,

Ms. Michel presented the Board members with a situation involving Winnfield Funeral Home, Baton Rouge as it appears that Pierre Cobb, Temporary Licensee 0499, is managing the funeral home. Based on information from the renewal that was submitted, Allen Dave U1643, is listed as the manager although his address is listed outside of the 70 mile requirement outlined within the regulations.

A directive was issued by the Board's Chair, Mr. Brasseaux, for Ms. Alexander to send a written inquiry to Allen Dave, Pierre Cobb, and Robert Lomison of the Letum Group for a response regarding the management of Winnfield Funeral Home, Baton Rouge.

Executive Director's Report

Motion was made by Mr. Luneau, seconded by Ms. Aquillard and unanimously passed to accept the report as presented.

Ms. Michel presented the Board with a listing of those licensees whose renewals were delinquent. It was noted that there was only one funeral home that was not received timely and based upon a phone call by Ms. Michel, the funeral

home immediately responded and submitted the renewal and fee.

Ms. Michel advised the Board that the Department of Civil Service has awarded a 2% increase to the classified personnel, Ms. Penouilh and Ms Alexander as of January 2, 2018 with another minimal percentage increase to be awarded in July 2018.

Ms. Michel requested that she and Mr. Daigle be considered for the same as well.

Mr. Brasseaux stated that the Board would take this under advisement during the Executive Session.

Included in the Executive Director's report, the following;

License & Registry Update October 2017

Updated on
1/5/2018

Funeral Establishments - new issue

Establishment Ownership/Location/Name Change

Leesville Funeral Home	2913
DeRidder Funeral Home	2914

Crematory Establishment - new issue

Poole Ritchie Crematory	44
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Embalmer and Funeral Director License - new issue

Precious Boudreaux	E2850
Shanna Bryant	E2851
Carolyn Harness	E2852

Funeral Director License - new issue

Recia Guillory	U1666
John Appel	U1667
Jonathan Law	U1668
Crystal Poppell	U1669
Charlene Davis	U1670

Retort Operator License - new issue

Lana Revich	279
Dionysia Huval	280
Matthew Hortman	281
Marvin Schaffer	282
Chad Abboud	283

Jason Pierce	286
Harold Ritchie	287
Robert Ritchie	288

Reinstated Licenses - E / U / RO

Devontai Gaines	E2815	From 2017
Samuel Booker	E2702	From 2012

Temporary License - new issue

Peggy Hill	501
Cedrick Lawson	502

Internship Register - new issue

Megan Hughes	284		
Darrell Watts	285	Gloria Burrell	290
Joshua Mellieon	286	Elizabeth Gautreaux	291
Ashley Evans	287	Dennis Molizone	292
Sol Hook	288	Maria Martinez	293
Charles Jones	289	Gabrielle O'Quinn	294

GENERAL COUNSEL'S REPORT

Motion was made by Mr. Luneau, seconded by Ms. Aquillard and unanimously passed to accept the report as presented.

INSPECTOR'S REPORT

Motion was made by Mr. Rhodes, seconded by Mr. Davis and unanimously passed to accept the report as presented.

MINUTES

Motion was made by Mr. Rhodes, seconded by Mr. Davis and unanimously passed to accept the minutes of the meeting for August 9, 2017.

FINANCIAL

Motion was made by Ms. Aquillard, seconded by Mr. Luneau and unanimously passed to accept the financial report as presented.

CORRESPONDENCE

A request from Charles Evins of Larry Perry Evins Funeral Homes, Mamou, to address the Board. However, Mr. Evins was not present for today's meeting.

EXECUTIVE SESSION

Motion was made by Ms. Aquillard, seconded by Mr. Davis and unanimously passed that the Board move into Executive Session at 10:30 AM.

For the discussion and determination of the Board and/or staff issues

Motion was made by Mr. Luneau, seconded by Mr. Rhodes and unanimously passed that the Board move out of Executive Session at 10:45 AM.

Ms. Michel requested clarification for the minutes regarding the Board officers for the 2018 year as it was misunderstood during midyear of 2017 when officers were elected due to replacements. Ms. Michel was under the impression that the officers would be re elected at the January 2018 meeting.

Mr. Brasseaux advised that the officers elected in midyear 2017 will continue their positions until the end of 2018 at which time new officers will be nominated for the 2019 period.

With regard to the salary increase request by Ms. Michel;

Motion was made by Mr. Luneau, seconded by Mr. Rhodes and unanimously passed to grant the 2% increase in salary to Ms. Michel and Mr. Daigle to follow and keeping in line with the recommended actions of the Department of Civil Service.

NEW BUSINESS

The next meeting of the Board is scheduled for March 6, 2018.

The meeting was concluded by the Board's President, Mr. Brasseaux, at 11:00 AM.



Edward L. Muhleisen, Secretary



S.J. Brasseaux, President



