

Minutes of Meeting
Louisiana Cemetery Board
Executive Committee
October 22, 2020

A meeting of the Louisiana Cemetery Board Executive Committee was held October 22, 2020, via video conference, pursuant to notice, in a manner that allowed for observation and input by members of the public, in accordance with the COVID-19 public health emergency, La. Acts 2020, No. 302 and Executive Proclamations JBE 2020-134 and JBE 2020-135, issued by Governor John Bel Edwards. The meeting was called to order at 2:00 P.M.

Present were: Gerald W. Melancon, Chair
Marilyn Leufroy, Vice-Chair
Shelly M. Holloway, Secretary/Treasurer
Lucy L. McCann Director
Eric J. Derbes, Special Counsel to the Board

Absent was: Ryan M. Seidemann, Assistant Attorney General

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Public Comment

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Executive Session

Ms. Holloway made a motion to go into Executive Session to discuss personnel matter. The motion was seconded by Chairman Melancon and a roll call vote was taken: Ms. Holloway – yea; Ms. Leufroy – yea; and Mr. Melancon – yea.

Ms. Leufroy made a motion to come out of Executive Session. The motion was seconded by Ms. Holloway and a roll call vote was taken: Ms. Holloway – yea; Ms. Leufroy – yea; and Mr. Melancon – yea.

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Regarding personnel matters, by unanimous consent, the Executive Committee recommends to the full Board for consideration the request for a salary increase by the Compliance Investigation, Joni C. Thompson, for the attainment of her advanced degree, specifically, her MBA. In that regard, the Committee requested the Director present to the Board at its November 6, 2020 meeting two proposed 2021 Budgets for review and consideration. The first reflecting no salary increases, and the second reflecting the 10% maximum salary increases allowed by Civil Service Rules for the attainment of an advanced degree, and the annual 3% Market Adjustment, available to classified

employees for the attainment of a successful performance evaluation. The recommendation and any associated salary adjustments, for the attainment of an advanced degree, is subject to approval by the full Board and Civil Service.

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The Director reviewed the proposed 2020 Budget amendments and the 2021 Proposed Budget and Fee Schedules. Chairman Melancon stated the Board will need to consider an increase in the interment fees in the near future to address the operating deficits of the Board. After review and discussion, the Committee recommended the Director also reflect a proposed 4% increase in salary for the Assistant to the Director, Anna Aucoin, in the proposed 2021 Budget to be presented to the Board at its November 6, 2020 meeting. Any salary adjustment is subject to approval by the full Board.

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The Executive Committee reviewed the proposed addition to the Board's Policies and Procedures, specifically, Section 3(B) – Compensation for Attainment of an Advanced Degree.

After review and discussion, the Executive Committee, by unanimous consent, recommended the adoption of Section 3(B) – Compensation for Attainment of an Advanced Degree - subject to ratification by the full Board at its November 6, 2020, meeting and approval by the Civil Service Commission.

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Ms. Leufroy made a motion to adjourn the meeting at 3:06 P.M. The motion was seconded by Ms. Holloway and unanimously approved.



Gerald W. Melancon, Chair