

Louisiana State Board of Embalmers And Funeral Directors

**Minutes of the Meeting for April 16,
2024**

Board Members present:

Terry Luneau , President

Shelton C. Dixon, Vice President

Greg McKneely, Secretary

Stephen Boudreaux, Treasurer

Juan Joseph

Louis Charbonnet

Maurice Southall

Rodney McFarland

Willie P. Davis, Jr.

The meeting was called to order by the Board's President, Mr. Luneau, at 10:00 AM, at the Board's office, located at 3500 N. Causeway Blvd. Ste. 1232, Metairie, Louisiana. Also, present was Kim W. Michel, Executive Director, R. Demale Bowden, Jr., Inspector, Chanel R. Debose, Prosecuting Attorney.

Mr. Luneau began the meeting with the mission statement that: The Louisiana State Board of Embalmers and Funeral Directors was formed in 1914 under legal citation R.S. 37:831 for the purpose of regulating funeral establishments, crematory authorities, embalmer and funeral directors, funeral directors and retort operators who are engaged in the care and disposition of the deceased in order to protect the public, safety, and welfare.

There were no public comments made at today's meeting.

A letter was received from Ronald B. Washington, Paradise Funeral Home, Jonesboro, advising the board that this branch location was destroyed by a fire and requested approval to temporarily operate from 401 E. Main St., Jonesboro until he can rebuild the branch establishment.

A motion was made by Mr. McFarland, with a second by Mr. Boudreaux and unanimously passed to approve the request for the temporary location for operations of the Paradise Funeral Home branch, Jonesboro.

The contract for general counsel services provided by the Department of Justice, Office of the Attorney General was re-visited with changes to the contract that was requested by the Department of Justice.

Changes are reflected in the contract as follows:

STATE OF LOUISIANA
CONTRACT FOR PROFESSIONAL LEGAL SERVICES

BE IT KNOWN THAT this agreement is entered into by and between *Louisiana State Board of Embalmers and Funeral Directors*, (hereinafter sometimes referred to as "LSBEFD") and *Department of Justice, Office of the Attorney General* hereinafter sometimes referred to as ("Counsel").

1.

Counsel hereby agrees to furnish the following services:

To provide assistance, advice, and all necessary legal representation to the LSBEFD in the capacity of general counsel to the LSBEFD. These services are to be provided un the immediate supervision of the staff of the LSBEFD.

The scope of this contract does not include litigation or proceedings arising out of or involving tort or worker's compensation.

These legal services are to be provided under the immediate supervision of the staff of the LSBEFD and subject to secondary review by the Department of Justice, Office of the Attorney General.

The LSBEFD hereby certifies and Counsel hereby acknowledges that:

- 1. Goals and objectives:** The (State Agency) has entered into this contract in order to obtain professional and reliable legal services as referred to herein above.
- 2. Performance measures:** The services provided by counsel shall be evaluated to determine that the services are provided timely and professionally.
- 3. Monitoring Plan:** The staff of the (State Agency) shall monitor the performance of counsel by review of all interim written or verbal reports submitted by contractor and by supervision of the services provided by counsel.

2.

In consideration of the services described hereinabove, LSBEFD hereby agrees to pay Counsel as follows:

\$350 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF TEN OR MORE YEARS IN THE PRACTICE OF LAW

\$275 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF FIVE TO TEN YEARS IN THE PRACTICE OF LAW

\$225 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF THREE TO FIVE YEARS IN THE PRACTICE OF LAW

\$175 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF LESS THAN THREE YEARS IN THE PRACTICE OF LAW

\$80 PER HOUR FOR PARALEGAL SERVICES

The total of all sums payable under this contract including fees and reimbursement of expenses shall not exceed 45,000.00 and shall be billed in accordance with Policy and Procedure Memo 50 (Attorney Case Handling Guidelines and Billing Procedures).

Final billing shall be submitted to the State within 90 days of contract expiration date. At the end of each calendar month, Counsel shall submit to the State for review and approval an itemization of all work performed, listing time by date for work performed by hours, down to the tenth of an hour, with specific reference to the nature of the work performed (*e.g., drafting of pleadings, research, review of files, etc.*). It is understood that should Counsel fail to submit statements within thirty (30) days following the end of each month, the State shall not be responsible for payment thereof under this contact or in quantum meruit. All billings by Counsel for services rendered shall be submitted in compliance with LSA-R.S. 39:1618.

All legal fees and costs shall be paid in accordance with the State Agency or Division of Administration Attorney Case Handling Guidelines and Billing Procedures as set forth in PPM 50. Counsel shall be reimbursed for out-of-pocket expenses in accordance with the Division of Administration Travel Rules and Regulations as set forth in PPM 49. Travel time, at the direction and for the convenience of the State, is billable as services if done during normal working hours at one-half the agreed upon Attorney pay rate and shall not exceed eight hours per day without written justification. Counsel agrees to comply with the instructions on Attachment #1 when submitting invoices.

3.

Counsel hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be said counsel's obligation and identified under

Federal tax identification number 72-0563883 and the Louisiana Department of Revenue Account Number 5821772001.

In accordance with R. S. 39:1624(A)(10), the Louisiana Department of Revenue must determine that the prospective contractor is current in the filing of all applicable tax returns and reports and in payment of all taxes, interest, penalties, and fees owed to the state and collected by the Department of Revenue prior to the approval of this contract by the Office of State Procurement. The prospective contractor hereby attests to its current and/or prospective compliance and agrees to provide its seven-digit LDR Account Number to the contracting agency so that the prospective contractor's tax payment compliance status may be verified. The prospective contractors further acknowledges understanding that issuance of tax clearance certificate by the Louisiana Department of Revenue is a necessary precondition to the approval and effectiveness of this contract by the Office of State Procurement. The contracting agency reserves the right to withdraw its consent to this contract without penalty and proceed with alternate arrangements should the vendor fail to resolve any identified apparent outstanding tax compliance discrepancies with the Louisiana Department of Revenue within seven (7) days of such notification.

4.

The Legislative Auditor of the State of Louisiana, the State Inspector General and/or Division of Administration auditors may audit all records of Counsel which relate to this contract. Counsel shall maintain said records for a period of five years after the date of final payment under this contract.

5.

This contract is in effect for the period commencing July 1, 2024 and ending on June 30, 2025.

The effective date of this contract may be extended only if an amendment to that effect is duly executed by the contracting parties and approved by the necessary authorities prior to said termination date. Requests for extensions may be initiated by either party by the mailing of such request to the party, via Certified Mail, return receipt requested, not less than thirty (30) days before the termination date provided for herein or thirty (30) days before the termination of the first extension of this contract. This contract may only be extended by an executed and approved amendment for not more than two (2) times. The original term of this contract may not be for a period of more than a year from the effective date. This contract may be extended by an executed and approved amendment for not more than two (2) times and

If to Counsel:

Carey T. Jones
Assistant Attorney General
Post Office Box 94005
Baton Rouge, LA 70804-9005

9.

All records, reports, documents and other material delivered or transmitted to Counsel by State shall remain the property of State, and shall be returned by Counsel to the State, at Counsel's expense, at termination or expiration of this contract. All records, reports, documents, pleadings, exhibits or other material related to this contract and/or obtained or prepared by Counsel in connection with the performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Counsel to the State, at Counsel's expense, at termination or expiration of this contract.

10.

The State and Counsel acknowledge and agree that the Department of Justice has the right to review all records, reports, worksheets or any other material of Counsel related to this contract. The State and Counsel further agree that Counsel will furnish to the Department of Justice, upon request, copies of any and all records, reports, worksheets, bills, statements or any other material of Counsel related to this contract.

11.

Counsel agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Counsel agrees not to discriminate in its employment practices and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by counsel, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

In accordance with R.S. 39:1602.1, for any contract for \$100,000 or more and for any contractor with five or more employees, the Contractor certifies that neither it nor its subcontractors, are engaged in a boycott of Israel, and that the Contractor and any subcontractors shall, for the duration of this contract, refrain from a boycott of Israel.

The State reserves the right to terminate this contract if the Contractor, or any Subcontractor, engages in a boycott of Israel during the term of the contract.

12.

This contract is not effective until approved in writing by the LSBEFD, the Attorney General and the Office of State Procurement in accordance with La. R.S. 39:1565 and 39:1595.1. It is the responsibility of the contractor to advise the State in advance if contract funds or contract terms may be insufficient to complete contract objectives.

13.

Pursuant to La. R.S. 13:5106A, no suit against the state or a state agency or political subdivision shall be instituted in any court other than a Louisiana state court. Furthermore, the Eleventh Amendment to the United States Constitution bars all individuals from suing an unconsenting state in federal court. Accordingly, Counsel shall not waive Louisiana's sovereign immunity under the Eleventh Amendment to the U.S. Constitution by agreement or otherwise, including entering into a consent judgment involving injunctive relief against the State, or a consent judgment permitting or requiring ongoing supervision by the State, without prior written approval by the Louisiana Attorney General's office. Failure to abide by this provision will constitute a breach of this contract and may result in the termination of the contract plus the waiver of all legal fees owed to the Contractor from the date of the breach.

14.

Any claim or controversy arising out of the contract shall be resolved by the provisions of LSA-R.S. 39:1672.2 – 1672.4.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this ____day of _____, 20__.

WITNESSES SIGNATURES:

**Louisiana State Board of Embalmers and
Funeral Directors**

By: _____

Kim W. Michel

Tax I.D. #: 72-0563883

Telephone: 504.838.5109

Fax No: 504.838.5112

**Department of Justice, Office of the
Attorney General**

By: _____

Carey T. Jones

Tax I.D. #: 72-6002013

Telephone: 225.326.6000

Fax No: 225.326.6098

DRAFT

ATTACHMENT #1

INSTRUCTIONS FOR SUBMITTING INVOICES

At the end of each calendar month, an itemization of all work performed, listing time by date for work performed by hours, down to the tenth of an hour with specific reference to the nature of the work performed (*e.g. drafting of expert reports, research, review of files, etc.*) should be invoiced to (*agency*) via Acuity Management System (if agency is using electronic billing system) OR in accordance with the agency's request.

Reimbursement for all expenses must have receipts or documentation attached to the invoices or reimbursement will not be made. Some examples of the receipts or documentation that will be accepted are given below:

1. Express Mail - a copy of the invoice from the vendor.
2. Travel expenses - purpose of the trip, miles traveled or airline ticket receipt, parking receipts, taxi receipts, hotel receipts (credit card receipt will not be accepted).
3. Invoices are to be submitted at the end of each calendar month and must indicate the amount of the contract, the amount billed to date and the remaining balance.

If your invoices are billed by each individual case that you have worked on please include a summary sheet for that month for that invoice. Do not include any previous balances owed on the summary sheet.

LSA - R.S. 39:1618 calls for invoices to be submitted in the form of an affidavit.

A motion was made by Mr. Southall with a second by Mr. Davis to table the contract approval.

Ms. Michel presented several Legislative Bills for the board to review; HB 959, HB 954, HB 446, HB 682, SB 30, SB 332, SB 456, SB 462, HB 109, HB 716, SB 60, HB 265, SB 423.

The hearing to “Show Cause” for Gary Lewis, Loranzo Magee and The New Orleans Funeral and Cremation Service convened at 11:30 AM.

The hearing concluded at 12:45 PM.

A motion was made by Mr. Boudreaux with a second by Mr. Charbonnet and unanimously passed to move into Executive Session at 12:50 PM.

A motion was made by Mr. Boudreaux with a second by Mr. Joseph and unanimously passed to move out of Executive Session at 1:22 PM.

For discussion of the following;

A motion was made by Mr. Dixon with a second by Mr. McFarland and unanimously passed with a roll call vote that The New Orleans Funeral and Cremation Service be fined two thousand dollars.

The board addressed Loranzo Magee and that he must take an active role in the everyday duties of The New Orleans Funeral and Cremation Service establishment as the manager.

Finding of Fact in the Matter of Gary Lewis, Loranzo Magee and The New Orleans Funeral and Cremation Service;

This matter came before the Louisiana State Board of Embalmers and Funeral Directors on April 16, 2024, for a ruling on requests issued ordering that: I. Gary Lewis and the entity

operating as New Orleans Funeral and Cremation Service in New Orleans, Louisiana show cause why he and his firm did not file a timely answer to a complaint filed under complaint number 23.24.0018; and that 2. Loranzo Magee as manager of the entity operating as New Orleans Funeral and Cremation Service in New Orleans, Louisiana show cause why he did not file a timely answer to a complaint filed under complaint number 23.24.0018.

Present:

CHANEL R. DEBOSE, Prosecuting Attorney, for and on behalf of the Louisiana State Board of Embalmers and Funeral Directors;

KIM MICHEL, Executive Director, for and on behalf of the Louisiana State Board of Embalmers and Funeral Directors;

ROBERT L. MARRERO, Attorney for Gary Lewis, Loranzo Magee, and the entity operating as **NEW ORLEANS FUNERAL AND CREMATION SERVICE**;

GARY LEWIS, owner of the entity operating as **NEW ORLEANS FUNERAL AND CREMATION SERVICE**, appearing on behalf of himself and the entity operating as **NEW ORLEANS FUNERAL AND CREMATION SERVICE**, and

LORANZO MAGEE, manager of the entity operating as **NEW ORLEANS FUNERAL AND CREMATION SERVICE**, appearing on behalf of himself and the entity operating as **NEW ORLEANS FUNERAL AND CREMATION SERVICE**

After considering the law, the evidence, entire record of these proceedings, and the testimony submitted by the parties for a ruling on the subpoenas issued ordering GARY LEWIS, LORANZO MAGEE, and the entity operating as NEW ORLEANS FUNERAL AND CREMATION SERVICE to show cause, all who appeared before the Board to be a part of the proceedings held on April 16, 2024, the Louisiana Board of Embalmers and Funeral Directors rules as follow:

FINDINGS OF FACT

That GARY LEWIS is the owner and designated agent of the entity operating as NEW ORLEANS FUNERAL AND CREMATION SERVICE, (#2975), New Orleans, Louisiana, and the entity is subject to the jurisdiction of this Board; that evidence contained within the record of these proceedings, and the statements offered reflect that Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service failed to show good cause why they did not file a timely answer to complaint number 23.24.0018 pursuant to the subpoena issued on March 13, 2024 and reissued on March 17, 2024, which was issued under penalty of law, including, but not limited to, license suspension. There was no evidence in the file showing that Mr. Gary Lewis received service of the subpoena that was reissued

on March 17, 2024, but the party appeared to the show cause hearing that is the subject of these findings. The afore-mentioned violation constitutes unprofessional conduct and a violation of Louisiana Revised Statute 37:846 (A) (5) (Unprofessional Conduct). Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service received notice that it was their privilege to be represented by counsel, and they were represented by counsel, Robert L. Marrero. Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service received subpoenas that referred to the subpoena powers granted to the Board under LA R.S. 37:840 A. (4), as well as LA R.S. 37:847).

LORANZO MAGEE is a licensed funeral director, (#U-1755) and a licensed funeral establishment manager, for the entity operating as NEW ORLEANS FUNERAL AND CREMATION SERVICE, (#2975), New Orleans, Louisiana, and, therefore, subject to the jurisdiction of this Board: that evidence contained within the record of these proceedings, and the statements offered reflect that Loranzo Magee showed good cause why he did not file a timely answer to complaint number 23.24.0018, pursuant to the subpoena issued on March 13, 2024 and reissued on March 17, 2024, which was issued under penalty of law, including, but not limited to, license suspension. There was no evidence in the file showing that Mr. Loranzo Magee received service of the subpoena that was reissued on March 17, 2024, but the party appeared to the show cause hearing that is the subject of these findings. Loranzo Magee received notice

that it was his privilege to be represented by counsel, and he was represented by counsel, Robert L. Marrero.

Loranzo Magee received subpoenas that referred to the subpoena powers granted to the Board under LA R.S. 37:840 A. (4), as well as LA R.S. 37:847).

CONCLUSIONS

As to **Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service**, the Board members found that Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service failed to show good cause why they did not file a timely answer to complaint number 23.24.0018 pursuant to the subpoena issued on March 13, 2024 and reissued on March 17, 2024 which constitutes unprofessional conduct and a violation of Louisiana Revised Statute 37:846 (A) (5) (Unprofessional Conduct).

As to **Loranzo Magee**, the Board members found that Loranzo Magee showed good cause why he did not file a timely answer to complaint number 23.24.0018 pursuant to the subpoena issued on March 13, 2024 and reissued on March 17, 2024.

DECISION OF THE BOARD

Accordingly, for the reasons as stated and noted herein above;

IT IS ORDERED BY THE BOARD that Gary Lewis, owner of the entity operating as New Orleans Funeral and Cremation Service (#2975) and the entity operating as New Orleans Funeral and Cremations Service failed to show good cause why they did not file a timely answer to complaint number 23.24.0018 pursuant to the subpoena issued on March 13, 2024 and reissued on March 17, 2024 which constitutes unprofessional conduct and a violation of Louisiana Revised Statute 37:846 (A) (5) (Unprofessional Conduct).

IT IS FURTHER ORDERED BY THE BOARD that pursuant to LA. R.S. 37:850 (A), the penalty statute applicable to these violations, whoever violates the provisions of this Part shall be fined not less than five hundred dollars, nor more than two-thousand, five- hundred dollars for each offense plus costs of the court reporter and attorney for the board, or by imprisonment for not less than thirty days nor more than one-hundred eighty days for each offense, or both such fine and imprisonment; pursuant to LA R.S. 37:850 (B), if a firm or association violates the provision of this part, all members of the firm or association who knowingly violate said provisions shall be subject to the penalty; and if a corporation violates said provisions, the members of the board of directors and the officers of the corporation who knowingly violate said provisions shall be subject to the penalty. Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service is fined the sum of two thousand (\$2,000.00) dollars for the above cited violation of LA. R.S. 37:846 (A) (5) (Unprofessional Conduct) as it relates to failing to file a timely answer to the complaint filed under complaint number 23.24.0018.

IT IS FURTHER ORDERED BY THE BOARD that the above assessed fine for the above cited violation is to be paid by Gary Lewis and/or the entity operating as New Orleans Funeral and Cremation Service within thirty (30) days of receipt of this decision.

IT IS FURTHER ORDERED BY THE BOARD that should the fine not be received by the Board within thirty (30) days of the notification of fine/cost due, then Gary Lewis and the entity operating as New Orleans Funeral and Cremation Service, shall be subpoenaed to appear before the Board to show cause why they should not face further sanctions from the Board in this matter.

Regarding the contract for general counsel services provided through the Department of Justice, Office of the Attorney General,

A motion was made by Mr. Boudreaux, with a second by Mr. Dixon and unanimously passed to approve the contract with the changes.

Ms. Michel presented the Executive Director’s report with a discussion regarding the renewals and provided a listing of licensees that did not renew for the 2024 year.

Did not renew 2024 License

Embalmers		
Bradshaw	Lindsey	E-2853
Crosby	Lori	E-2700
Derouen	Eddie, Jr.	E-2573
Doeden	Nikita	E-2961
Jordan	Ronald	E-1496
Kopp	Allen	E-2877
Lang	Whiteny	E-2844
Leal	Gaynell	E-2568
Mack	William	E-2251
Ortego	Michael	E-1353
Reed	Phillip	E-1988
Ritchie	Harold	E-1646
Shelton	Jiles	E-2518
Skaggs	Gwendolyn	E-2161
Smith	Norman	E-1441
Toole	Michael	E-1957
Tranchina	Terry	E-1874
Wheeler	Jesse	E-2048

Funeral Directors		
Adkins	Martin	U-1692
Barnhart	Kelly	U-1671
Boyer	Pheris, Jr.	U-1098

Braxton	Kayla	U-1645
Brumfield	Jamie	U-1745
Chiasson	Emily	U-1762
Clark	Kimberly	U-1766
Crosby	Caesar	U-1436
Ford	Danny	U-1240
Hickman	Heidi	U-1660
Jumonville	John	U-1701
Kelly	Larry, Jr.	U-1444
Marcotte	Laura	U-1555
Napier	Patrick	U-870
Nguyen	Tran	U-1597
Richardson	Karlin	U-1604
Selico	Constance	U-1122
Tawwatters	Randy	U-1579
Wilemon	Kathy	U-1420

The license and registry are included in this report.

Funeral Establishments - new issue

Landry's Funeral Home 3006 Cut Off

Establishment Ownership/Location/Name Change

Community Memorial Chapel 3005 Kaplan

Crematory Establishment - new / Ownership Change

Closed Funeral Establishments

Embalmer and Funeral Director License - new issue

	E-
Adelle Davis	3000
	E-
Kalvin Bowman	3001
	E-
Alexis Juneau	3002
	E-
Kennard Thomas	3003

Funeral Director License - new issue

	U-
Gerald Huddleston	1849

Anrea Hamilton	U- 1850
Starlena Kennedy Finister	U- 1851
Vernie Kennedy	U- 1852

Retort Operator License - new issue

Zayvion Mitchell	487
Buck Duplechin	488
Mikki Adams	489

Internships Registered

Gloria Hamilton	849	Richardson Funeral Home, Clinton
Victoria Greer	850	Pellerin Funeral Home, Breaux Bridge
Travis Taylor, Sr.	851	Patrick Sanders Funeral Home, Laplace
Hailey Fuselier	852	Williams Funeral Home, Opelousas
Rickey Carter	853	Carney Funeral Home, Lafayette
D'Antre Jackson	854	Hester Central State Funeral Home, Monroe
Allison Turner	855	Greenoaks Funeral Home, Baton Rouge
Christopher Tranchina	856	Honaker Funeral Home, Slidell
Conner Romero	857	Martin & Castille Funeral Home, Lafayette
Scott Albertson	858	Kilpatrick's Rose-neath Funeral Home, Bossier City
Cole Coliigan	859	Colligan Crematory & Funeral Services, Broussard
Alyssa Tuggle	860	Centuries Memorial Funeral Home, Shreveport
Melvya Hamilton-Butler	861	A. Hamilton Platinum, Baton Rouge
Prestin Pleasant	862	A. Hamilton Platinum, Baton Rouge
Preston Lenhart	863	Hixson Funeral Home, Lake Charles
Melinda Adams	864	Samart Funeral Home, Gray
Lindsey Lyons	865	Resthaven Funeral Home, Baton Rouge
Tammy Stewart	866	Progressive Funeral Home, Alexandria
Tananjalyn Overton	867	Richardson Funeral Home, Amite
Jenoy Fisher	868	Southern Funeral Home, Winnfield

A motion was made by Mr. McFarland, with a second by Mr. Davis, and unanimously passed to accept the Executive Director's report and that the closed funeral home be noted on the March meeting report.

Board Members & Executive Director Michel:

My inspector's report for this February meeting is as follows:

Inspections

Inspections currently have been in the districts of A, C, and D and date from February 19, 2024, to April 15, 2024. **68** inspections have been done this period, which consisted of **62** funeral

establishments and 6 crematories. **Four** new establishments have been licensed since our last meeting, which consists of the opening of **3** funeral establishments and **1** crematory authority. Again, I say congratulations and best wishes to those new establishments.

Issues cited during those inspections during the dates previously mentioned are as follows:

FUNERAL ESTABLISHMENTS

- No private area to shield the removal of remains from the service vehicle.
- Office Area **NO** Casket Pricelist
- The Funeral Director/Embalmer's license **IS NOT** displayed in the establishment.
- The Intern Certificate's **IS NOT** displayed in the establishment.
- **NO** Effective date is indicated on the Casket Pricelist
- The selection room has **LESS THAN SIX** caskets of a variety of style and quality.
- Caskets in the selection room do not have an individual casket price of the casket on the card in the casket. Ther price only shows package pricing.
- Preparation Room Unsanitary plumbing
- PPE - **NO** apron
- PPE - **NO** gloves
- PPE - **NO** Mask/Protect shield for the eyes and face – *2 Occurrences.*
- Embalming Log ▪ The embalming log **IS NOT** being kept in the embalming room.

CREMATOY AUTHORITIES

- The crematory authority **DOES NOT** have a heat reflective shield.
- The wording "**TEMPORARY CONTAINER**" **IS NOT** being indicated or used on the label of the temporary container.
- The retort operator's license **IS NOT** posted in the crematory.
- There are **NO** cremation containers present.
- The refrigeration unit is reading **ABOVE** 45 degrees.

AS A REMINDER – Your 2024 funeral establishment licenses can be printed from your CERTEMY account, or by contacting our office to obtain a copy to print for your establishment. A lot of funeral establishments inspected still have their 2023 establishment licenses posted.

Representation

International Conference of Funeral Service Examining Board

February 26th – March 1st, I served as the Louisiana delegate at the 120th Annual Meeting of the International Conference of Funeral Service Examining Board in Myrtle Beach, South Carolina. This was a very informative meeting, where approximately 130 regulators, educators, and licensees from around the United States gathered to share ideas and suggestions reference to the funeral industry regarding licensure and regulation. Emphasis was placed on "**REGULATION IS NOT A DIRTY WORD**" by the Conference's new past president John Rettig, Sr., which different states are having issues with deregulation - state legislature changing laws wanting to do away with their respective state funeral boards, and state funeral boards even wanting to do away with the National Board Exam which is being facilitated by the conference. A great presentation was done by Attorney Rebecca Plett with the Division of Marketing Practices of the Federal Trade Commission reference to the FTC Funeral Rule Update. To date, around 750 comments have been received about the present rule, which was initiated in

February of 2020. Presently, we are in the Notice of Proposed Rule Making phase now and if any changes are made to the present funeral rule, they will be introduced and possibly not come into effect until the fall or winter of 2026, per Attorney Plett.

Two new methods of disposition were introduced – Alkaline Hydrolysis & Natural Organic Reduction. The disposition method of natural organic reduction was a big topic of discussion at the meeting with the state of Washington presently having laws and rules in place reference to natural organic reduction. There are seven states which include: New Jersey, Colorado, Oregon, Virginia, California, Nevada, and New York working towards beginning to introduce new laws to their legislature and creating rules in a hope to bring natural organic reduction to their states. Further, I would like to congratulate LSBEFD Board Member Rodney McFarland, I for being selected to continue representing District 7 as one of the Conference’s Board of Directors.

TRAINING

I have attended a total of two courses on the FTC and its funeral rule updates.

I have done a refresher course on the cremation process with a module specifically explaining the alkaline hydrolysis process.

I have attended the Good Government course offered by the State Attorney General’s office for state boards and commission members and their employees.

Board Car

At the time of the completion of this report, the total mileage on the car was 44,763 miles.

This concludes my inspector’s report.

In Service,

R. DeMale Bowden, Jr. – Inspector

License#: E-2656 Retort Operator#: 431 Certified Funeral Service Practitioner Certified Cremation Services Provider

A motion was made by Mr. Southall, with a second by Mr. Boudreaux and unanimously passed to accept the Inspector’s report as presented.

The minutes of the February 20 and March 12, 2024 board meetings, which were previously emailed to the members for review and approval.

A motion was made by Mr. McFarland with a second by Mr. Charbonnet and unanimously passed to accept the minutes as presented.

The financial report as well as the approaching final budget for FY 23/24 was presented along with the projected budget for FY 24/25.

Investments - Non-Operating	-
	\$
Bank Plus	159,427.99
	\$
Liberty Bank	54,241.79
	\$
Liberty Bank	61,238.38
	\$
Total Non-Operating	274,904.16

<hr/>	
Operational Funds	
	\$
Chase - MM	276,640.91
	\$
Chase check account	39,346.15
	\$
Total Operating	315,987.06
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October – December; operating funds received are renewals for establishments, embalmers and funeral directors and funeral directors.

March – May; operating funds received are renewals for crematories and retort operators. There are three Certificates of Deposit for reserve investment account funds (non-operating funds) with two Certificates of Deposit in Liberty and one Certificates of Deposit in Bank Plus. The Chase MM and Chase checking accounts are the operational accounts with the deposit of the fees received during October through December and February and May as well as other license and registration fees collected during the fiscal year.

The budget presentation is a projection based upon the operational income received solely from the Oct-Dec and Feb-May fees that are received.

The budget projections fluctuate with each report and a final accounting cannot be determined until the fiscal year end.

The budget does not incorporate the funds reserved in the certificates of deposit.

The board does NOT receive any funding from the State of LA through appropriations, taxes, allocations, grants, etc.

The board is self-funded and operates completely by income received from licenses and registrations.

A motion was made by Mr. Boudreaux with a second by Mr. McKneely and unanimously passed to accept the report as presented.

Ms. Debose presented the complaint report.

Ms. Debose also reiterated that the complaints remain anonymous during the review process.

There were seventeen complaints that were reviewed; one complaint was deferred to the District Attorney, one complaint has been withdrawn by the complainant, two complaints require further discovery, one complaint was filed with the Texas Funeral Service Commission, six complaints were recommended for formal hearings, two complaints were recommended for informal hearings, one complaint was deferred as it appeared to be a civil matter, and three complaints were determined to be no apparent violation all as per the recommendations of the complaint review committee.

A motion was made by Mr. Boudreaux with a second by Mr. Joseph and unanimously passed to accept the complaint report as presented.

Mr. McFarland requested that the formal hearings be scheduled as soon as possible.

Mr. Luneau advised the board that the Laws and Rules Committee, along with select members from the LFDMA and the LFDA, had met on March 13, 2024, to continue the work on the rules for the board. The committee is preparing changes to the rules with language and practices. The Laws & Rules Committee is planning to meet tomorrow, April 17, 2024, at 10:00 AM.

A motion was made by Mr. Joseph, with a second by Mr. McFarland and unanimously passed to accept the report as presented.

A discussion ensued regarding general counsel services and representation.

The Board's President, Mr. Luneau, formed a committee with Mr. Boudreaux, Mr. Dixon and Mr. McKneely to review options for future general counsel services.

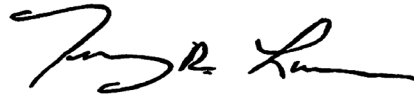
NEW BUSINESS

The next scheduled meeting of the board will be on Tuesday, June 4, and Wednesday, June 5 2024, at 10:00 AM.

There being no further business, the meeting was concluded.



Gregory McKneely, Secretary



Terry Luneau, President



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