



Minutes of the Louisiana State Board of Embalmers and Funeral Directors

On Wednesday, February 12, 2025, the Louisiana State Board of Embalmers and Funeral Directors (“LSBEFD”) conducted a regularly scheduled in-person meeting at the board office located at The Executive Towers 3500 N. Causeway Boulevard Suite 1232 Metairie, Louisiana 70002 in accordance with La. R.S. 37:831, et seq and other applicable law.

1) Call to Order

President Luneau called the meeting to order at 10:02 AM.

2) Roll Call

Board Members Present

Terry Luneau – President
Stephen Boudreaux – Treasurer
Maurice Southall
Juan Joseph

Rev. Shelton Dixon – Vice-President
Willie Davis, Jr.
Rev. Rodney McFarland, Sr.

****Seven Board Members were present at the time of roll call. A quorum was present. ****

Board Members Absent

Louis Charbonnet, III
Gregory McKneely

Others Present

Kim W. Michel - Executive Director
R. DeMale Bowden, Jr. - Inspector
Carrie L. Jones – General Counsel, and
Chanel R. Debose - Prosecuting Attorney.

Opening remarks were given by President Luneau stating the mission statement and the purpose of the LSBEFD.

3) Invocation

Board Member Rev. S.C. Dixon led the invocation.

4) Pledge of Allegiance

Board Member Maurice Southall led the Pledge of Allegiance.

5) Public Comments

President Luneau asked if there were any public comments.

There was no one present at the meeting and no public comment cards were submitted.

No public comments were submitted online via Microsoft TEAMS by virtual participants.

President Luneau asked if there were any changes to the agenda.

Ms. Jones explained that the Election of Board Officers should be held in open session and that the agenda needed to be amended accordingly.

Board Member Stephen Boudreaux made a motion to amend the agenda, moving agenda item 11c. Election of Board Officers out of Executive Session and to make it Agenda Item #12, which was seconded by Board Member Maurice Southall. The motion passed unanimously.

6) Resolution(s) to Honor Deceased Licensee(s);

Lavern Hester U-1406 and Terolyn Harris U-1301

Inspector Bowden read the resolutions to honor deceased licensees and noted their places of employment. Lavern Hester was the Owner and Funeral Director at Hester's Central State Funeral Home in Monroe and Terolyn Harris was a Funeral Director at Winnfield Memorial Funeral Home in Natchitoches.

7) Unfinished Business

No unfinished business was addressed by the Board.

8) New Business

a. Formal Hearing:

- i. In the Matter of New Orleans Funeral and Cremation Service, Gary Lewis, Loranzo Magee

This hearing was continued at the request of legal counsel for NOFCS and Mr. Lewis

b. Admission and Consent:

- ii. In the Matter of Gayden Funeral Home, Jena

Prosecuting Attorney Chanel Debose read the admission and consent in the Matter of Charles Gayden and the entity operating as Gayden Funeral Home of Jena, LA. Mr. Charles Gayden was not present.

Board Member Rev. S. C. Dixon made a motion to accept the admission and consent from licensee Charles Gayden, which was seconded by Board Member Juan Joseph. The motion passed unanimously.

c. Louisiana State Treasurer Request for Collaboration Regarding Unclaimed Property Examination with Respect to Unclaimed Preneeds

Executive Director Michel presented the present statute reference to pre-need trust accounts, while General Counsel Jones also presented further information on the collaboration with the State Treasurer regarding unclaimed property with respect to unclaimed preneeds. The information was presented for informational purposes only and did not require board action.

9) Reports

a. Executive Director's Report

Ms. Michel presented the Executive Director's Report to the Board. Discussion ensued.

Board Member Maurice Southall made a motion, which was seconded by Board Member Willie Davis, Jr., to accept the Executive Director's Report. The motion passed unanimously.

b. Financial Report – FY 24.25 Budget Projection v Actual to Date

Ms. Michel presented the Financial Report. Discussion ensued.

Board Member Rev. S. C. Dixon made a motion, which was seconded by Board Member Juan Joseph to accept the Financial Report. The motion passed unanimously.

c. Inspector's Report

R. DeMale Bowden, Jr., Inspector, presented the Inspector's Report to the Board.

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Rev. S. C. Dixon to accept the Inspector's Report. The motion passed unanimously.

d. Complaint Review Report

Prosecuting Attorney Chanel Debose presented the Complaint Review Committee's Report to the Board. Discussion ensued.

Board Member Rev. Rodney McFarland, Sr., made a motion, which was seconded by Board Member Willie Davis, Jr. to accept the Complaint Review Report and to moved forward with all of the recommendations. The motion passed unanimously.

10) Approval of Meeting Minutes – December 11, 2024

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Juan Joseph to accept the December 11, 2024, meeting minutes. The motion passed unanimously. Board Member Rev. Rodney McFarland also complimented the preparation of the minutes.

11) Executive Session

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Willie Davis, Jr., to go into executive session. The motion passed unanimously. Executive Session began at 10:44 AM.

a. Report on Litigation

1. Marybeth Harrington v LSBEFD – Nicholas Oshea Barber-Cypress Funeral Services, CDC Orleans Parish, State of Louisiana, Docket # 20124-00124
2. Gary Lewis, New Orleans Funeral and Cremation Service v LSBEFD, CDC Orleans Parish, State of Louisiana, Docket # 2024-06195
3. Gary Lewis, New Orleans Funeral and Cremation Service v LSBEFD, CDC Orleans Parish, State of Louisiana, Docket # 2024-06196

b. Personnel Issues

The Board return to the open meeting at 12:30 PM. A motion was made by Board Member Willie Davis, Jr. and seconded by Board Member Maurice Southall to return to open meeting with a roll call to verify which board members were present. All board members were present, except Board Members Gregory McKneely and Louis Charbonnet, III, who was absent. The motion passed.

In reference to Matter of Gayden Funeral Home, Jena., A motion was made by Board Member Juan Joseph and seconded by Board Member Willie Davis to fine Charles Gayden and the entity operating as Gayden Funeral Home of Jena, LA \$1,250.00, plus the costs of court reporter and attorneys. The motion passed in a roll call vote. President Luneau did not vote. The remaining present board members voted “yes”.

12) Election of Board Officers

The election of board officers for the year 2025 began with the following nominations:

- President – Board Member Rev. S. C. Dixon
 - *This nomination was made by Board Member Rev. Rodney McFarland, Sr., and seconded by Board Member Stephen Boudreaux. A roll call vote was taken. The motion passed.*
- Vice President – Board Member Stephen Boudreaux
 - *This nomination was made by Board Member Rev. Rodney McFarland, Sr., and seconded by Board Member Rev. S. C. Dixon. A roll call vote was taken. The motion passed.*
- Secretary – Juan Joseph
 - *This nomination was made by Board Member Rev. Rodney McFarland, Sr., and seconded by Board Member Willie Davis, Jr. A roll call vote was taken. The motion passed.*
- Treasurer – Gregory McKneely.
 - *This nomination was made by Board Member Rev. Rodney McFarland, Sr., and seconded by Board Member Rev. S. C. Dixon. A roll call vote was taken. The motion passed.*

13) Closing Remarks/Announcements/Adjournment

Final statements and closing remarks were given by President Luneau, Executive Director Michel announced the next LSBEFD meeting’s tentative dates: The March meeting dates are as follows:

- Laws/Rules Committee will meet on Tuesday March 11, 2025, at 9:00 AM

- Board Meeting will be held on Wednesday March 12, 2025, at 9:00AM
- Board Meeting will be held on Thursday March 13, 2025, at 9:00 AM
- Formal Hearing will be held on Wednesday March 19, 2025, at 9:30 AM

14) Adjournment

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Rev. Shelton Dixon to end the meeting. The motion passed unanimously. The meeting adjourned at 12:38 PM.