



On Wednesday, June 11, 2025, the Louisiana State Board of Embalmers and Funeral Directors ("LSBEFD") conducted a 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 Rev. S. C. Dixon called the meeting to order at 10:00 AM.

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

2) Roll Call

Board Members Present

Willie Davis, Jr.

Rev. Shelton Dixon – President

Terry Luneau

Rev. Rodney McFarland, I

Maurice Southall

Stephen Boudreux – Vice President

Louis Charbonnet, III

Juan Joseph

Gregory McKneely

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

Others Present

Kim W. Michel - Executive Director

R. DeMale Bowden, Jr. - Inspector

Carrie L. Jones – General Counsel

Chanel R. Debose - Prosecuting Attorney

3) Invocation

Board Member Juan Joseph led the invocation

4) Pledge of Allegiance

Board Member Stephen Boudreux led the Pledge of Allegiance

5) Public Comments

President Dixon asked if there were any public comments.

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

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

Board Member Rev. Rodney McFarland, I made a motion to accept the agenda, which was seconded by Board Member Maurice Southall. The motion passed unanimously.

6) Unfinished Business

a. LA State Treasury letter for Brandon Babineaux reference pre-need

Brandon Babineaux and Lynden Lyman were present via Microsoft Teams and gave a report to the board in reference to unclaimed property in reference to pre-needs where the beneficiary may have passed away and the funds have not been claimed.

Board Member Maurice Southall made a motion to accept the recommendation of General Counsel Jones in reference to the collaboration with the LA State Treasury reference to unclaimed pre-need, which was seconded by Board Member Rev. Rodney McFarland, I. The motion passed unanimously.

Board Member Rodney McFarland, I., made a request to change the agenda to present the official funeral director license to the newly licensed funeral Director Duplain Rhodes, IV U-1905. The newly licensed licensee is the son of past board member Duplain Rhodes, III. The presentation of the license was made by Inspector Bowden and Board Member Louis Charbonett.

7) New Business

a. Resolutions – Keary Grayson, Dr. Douglas J. Caulfield, Mark Bordelon and Eagan Escude

The presentation of the resolutions of respect for licensees who passed away was made by Inspector Bowden.

b. In the Matter of Murray Henderson Funeral Home - Continued

c. Admission and Consent - In the Matter of Tremaine Starlard

Prosecuting Attorney Chanel Debose presented the Admission and Consent to the board.

Board Member Rev. Rodney McFarland, I made a motion to accept the admission and consent from Licensee Tremaine Starlard and go into executive session, which was seconded by Board Member Willie Davis, Jr. The motion did not pass.

Rescinding of the 1st motion - Board Member Rev. Rodney McFarland, I made a motion to rescind his first motion, which was seconded by Board Member Louis Charbonett. The motion passed unanimously.

Board Member Rev. Rodney McFarland, I then made a motion to accept the admission and consent from Licensee Tremaine Starlard and the board would deliberate on the matter later in the meeting when they went into executive session, which was seconded by Board Member Willie Davis, Jr. The motion passed unanimously.

d. Discussion of Executive Order JML 25-038

A presentation was made by the Executive Director Michel reference to this order. Counsel Jones and Inspector Bowden also gave comments.

e. Attorney contract amendment – August 2025 Sher Garner Cahill Richter Klein and Hilbert, LLC

Board Member Maurice Southall made a motion to accept the attorney contract with Sher Garner Cahill Richter Klein and Hilbert, LLC, which was seconded by Board Member Rev. Rodney McFarland, I. The motion passed unanimously.

f. Attorney contract amendment – September 2025 for Breazeale Sachse and Wilson, LLP

Board Member Rev. Rodney McFarland, I made a motion to accept the attorney contract amendment – September 2025 for Breazeale Sachse and Wilson, LLP, which was seconded by Board Member Stephen Boudreaux. The motion passed unanimously.

g. Attorney contract – October 2025 for John W. Becknell, Hearing Officer

Board Member Rev. Rodney McFarland, I made a motion to accept the attorney contract – October 2025 for John W. Becknell, Hearing Officer, which was seconded by Board Member Stephen Boudreaux. The motion passed unanimously.

h. Resolution for Executive Director to sign on behalf of board re contracts

Board Member Terry Luneau read the resolution for the Executive Director Kim Michel to sign on behalf of board re contracts and also made the motion, which was seconded by Board Member Louis Charbonett. The motion passed unanimously.

i. Virtual Learning Session with LA Cemetery Board by R. DeMale Bowden, Jr., Inspector

Discussion was given by Inspector Bowden about issues the Louisiana Cemetery Board is having with licensees burying remains in cemeteries that are not registered with the Louisiana Cemetery Board and requested a collaborative virtual learning session to give our licensees instruction on how to handle these issues.

Board Member Louis Charbonett made a motion to invite the Louisiana Cemetery Board Executive Director and their staff to our next board meeting to make a presentation to the board, which was seconded by Board Member Stephen Boudreaux. The motion passed unanimously.

The board had a guest, President Dixon allowed Prosecuting Attorney Chanel Debose to acknowledge the visit of her cousin, a Spellman University student who is planning to study law and was shadowing her on today.

8) 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 Louis Charbonett 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 Terry Luneau made a motion, which was seconded by Board Member Stephen Boudreaux 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.

Board Member Stephen Boudreaux made a motion, which was seconded by Board Member Rev. Rodney McFarland I to accept the complaint review report. The motion passed unanimously.

9) Approval of Meeting Minutes – March 2025 meetings

Board Member Maurice Southall made a motion, which was seconded by Board Member Rev. Rodney McFarland I to approve the March 2025 board meeting minutes with any necessary corrections. The motion passed unanimously.

10) Executive Session

Board/staff matters and/or hearing deliberation and/or legal consultation and/or meeting office/business.

Board Member Gregory McKneely made a motion to go into the executive session, which was seconded by Board Member Maurice Southall. The motion passed unanimously. The executive session began at 12:02 PM.

a. Report on Litigation

1. Marybeth Harrington v LSBEFD – Nicholaus 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
4. Gary Lewis, New Orleans Funeral and Cremation Service v LSBEFD, CDC Orleans Parish, State of Louisiana, Docket # 2025-00465
5. Cyber Security Plans

b. Personnel Issues

The board came out of the executive session at 1:09 PM. *Board Member Gregory McKneely made a motion to come out of executive session, which was seconded by Board Member Maurice Southall. The motion passed unanimously.*

9) Closing Remarks

Final statements and closing remarks were given by President Dixon.

There will be no Board Meeting in the month of July, however in the month August meetings will be as follows:

Board Meetings will be held on Tuesday, Wednesday, Thursday - August 5,6, and 7, 2025 beginning at 9:30 AM daily with at least one hearing scheduled for each meeting.

Committee Chairman Luneau and the Laws & Rules Committee will be presenting updates at the August meeting to the board from their committee work in reference to the rule promulgation process. They hope to meet in the month of September to attempt to finish their work.

10) Adjournment

Board Member Rev. Rodney McFarland, I made a motion to adjourn the meeting, which was seconded by Board Member Stephen Boudreaux. The motion passed unanimously. The meeting adjourned at 1:18 PM.