



Minutes of the Louisiana State Board of Embalmers and Funeral Directors

On Wednesday, September 18, 2024, 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 *seq* and other applicable law.

Board Members Present

Terry Luneau – President
Rev. Shelton Dixon – Vice-President
Stephen Boudreaux – Treasurer
Gregory McKneely – Secretary*
Juan Joseph Willie Davis, Jr.
Rev. Rodney McFarland, Sr.
Louis Charbonnet
Maurice Southall
Juan Joseph
A quorum present was present.

** Board Member Gregory McKneely left the meeting early.*

Board Staff Present

Kim W. Michel - Executive Director
R. DeMale Bowden, Jr. - Inspector
Heidi Penouilh - Executive Assistant
Chanel R. Debose - Prosecuting Attorney

1. Agenda – Call to Order / Opening Remarks / Pledge of Allegiance

Board President Terry Luneau called the meeting to order at 10:00 AM. Opening remarks were given by President Luneau stating the mission and the purpose of the LSBEFD. Board Member, Rev. S. C. Dixon led the invocation, and Board Member Willie Davis led the Pledge of Allegiance.

Public Comments

President Luneau asked if there were any public comments.

*There was no one present at the meeting and no public comments cards were submitted.
No public comments were submitted online via Microsoft Teams.*

2. Resolutions

Resolutions were read by Inspector Bowden acknowledging the death of the following licensees:

- a. **Lesley Chaddick, E-1998** – Owner & Manager of Chaddick Funeral Home - Deridder
- b. **Jerry Jeane, E-2089** – Owner & Manager of Jeane’s Funeral Service - Leesville

3. Show Cause Hearing

In the Matter of White Oaks Funeral Home, Oakdale – 23.24.0034, 24.25.0002, 24.25.0004
Manager Strother explained to the board that he had issues with employees and finding help and that employees sometimes checked the mail, so he may not have received the mail for one of the complaints. However, for one complaint he did accept the mail himself. To date, Manager Strother has not answered any of the three complaints. Manager Strother exited the hearing.

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 10:29 AM. The Board returned to public session. Manager Strother was present.

In the matter of White Oaks Funeral Home, Oakdale – 23.24.0034, 24.25.0002, 24.25.0004, Board Member Maurice Southall moved that board adopt the following board order:

- Mr. Gregory Strother must respond to complaint #s– 23.24.0034, 24.25.0002, and 24.25.0004 in 30 days. The complaints should be answered by October 18, 2024.
- Mr. Gregory Strother must pay a fine of \$1,500 (\$500 per citation) within 30 days.
- The board suspended Gregory Strother’s license E-2031 for 30 days, beginning on September 18, 2024, and ending on October 18, 2024.

Board member, Rev. S.C. Dixon seconded the motion. The motion passed unanimously.

4. Contract review for General Counsel

(This agenda item was tabled for Executive Session)

5. Executive Director’s Report

Ms. Michel presented the board with the following license and registry update.

License & Registry Update

8/7/2024

Funeral Establishments - new issue

21st Century Funeral Home	3008	Minden	Shirley Duty
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Establishment Ownership/Location/Name Change

Crematory Establishment - new / Ownership Change

A. Hamilton Platinum Funeral Service and Crematory	062	Baton Rouge
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Closed Funeral Establishments

Embalmer and Funeral Director License - new issue

Courtney Ensminger	E-3004	Taini Foulon	E-3010
Victoria Jones	E-3005	Zoey Lindsey	E-3011
Maddison Ducote	E-3006	Anthony Preyan	E-3012
Jerry L. Canale	E-3007	Patrell McKenzie	E-3013
Tyler Adams	E-3008	Courtney Charvet	E-3014
	E-3009		

Funeral Director License - new issue

Wesley Manning	U-1870
April Rivers	U-1872
Monica Duplantis	U-1873
Joseph R. Goodlow, Jr.	U-1874
Daphne Delaney	U-1875
Rose Isadore	U-1876

Retort Operator License - new issue

Andrea Hamilton	498
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Internships Registered

Christopher Nelson	901	Emb/FD	Fields Funeral Home, New Iberia
Katrina Claiborne	902	FD	Robinson Family Mortuary, Pineville
Deborah Willis	903	Emb/FD	Mortuary Center of Southwest, Jennings
Wesley Manning	904	Emb/FD	Labby Memorial Funeral Home, Leesville
Debra Sonnier	905	FD	Boyce Community Funeral Home, Boyce
Mary Elizabeth Buebner	906	Emb/FD	Melancon Funeral Home, Carencro
Alicia Bickham	907	FD	Cook Richmond Funeral Home, Bogalusa
Kamrin Goings	908	FD	Brown McGehee, Bogalusa
Melissa Powers	909	Emb/FD	Meancon Funeral Home, Carencro
			Winnfield Funeral Home of Alexandria, Alexandria
Makquel Gales	910	FD	Griffin Funeral Home, Monroe
Hanna Hanson	911	FD	Melancon Funeral Home, Carencro
Bridgett Dugas	912	Emb/FD	"on hold"
Kirk Bethley	913	FD	
Latonya Owens	914	FD	Peaceful Rest Funeral Home, Rayville

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Maurice Southall, to accept the executive director's report, the motion passed unanimously.

6. Inspector's Report

R. DeMale Bowden, Jr. - Inspector presented the inspector's report:

INSPECTIONS

Inspections currently have been in the districts of B, C, and D and date from August 15, 2024, to September 16, 2024. **64** inspections have been done this period, which consisted of **58** funeral establishments and **6** crematories. **ONE** new crematory authority has been licensed since our last meeting and presently there are **TWO** new funeral establishments that are pending new funeral establishment opening inspections, which will be performed before the end of this work week.

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

FUNERAL ESTABLISHMENTS

- The current 2024 funeral establishment license is not being posted in the funeral establishment.
- The selection room/display area has **LESS THAN** six adult caskets of a variety of style and quality during the inspection.
- A casket price list could not be located at the time of the inspection.
- The casket prices in the selection room **DO NOT** match the casket price list.
- Preparation Room

Embalming Log The embalmer's license number is not recorded on the embalming log for certain cases. The embalming log is kept in the front office and not in the embalming/preparation room area.

CREMATORY AUTHORITIES

- No heat reflective face shield could be found at the time of the inspection.
- No heat reflective apron could be found at the time of the inspection.

INSPECTOR INVOLVEMENT

Last Thursday afternoon, I was able to participate virtually in the International Conference of Funeral Service Examining Board's Virtual Administrators Forum. During this virtual forum, employees, administrators, and staff of funeral boards get together for about an hour and half to have collaborative conversation on several topics of interest from the perspective of various states/provinces who belong to The Conference. This meeting was very informative and needed. Thanks to our executive director for passing the information on.

BOARD CAR

At the time of the completion of this report, the total mileage on the car was **56,245** 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

Discussion ensued. Board Member Stephen Boudreaux asked why the inspector's report has reflected in the last few months that the 2024 funeral establishment license is not posted in the establishments. Inspector Bowden informed Board Member Boudreaux that the 2024 funeral establishment licenses must be obtained from Certemy as they have not been mailed in the last two years. Board Member Boudreaux asked if the board staff could send an e-mail to all funeral establishments reminding them to pull their establishment licenses from Certemy.

Board Member Maurice Southall made a motion, which was seconded by Board Member Juan Joseph, to accept the inspector's report. The motion passed unanimously.

7. Minutes – August 14, 2024

The minutes from August 14, 2024 board meeting were emailed to the board prior to the meeting for review.

Board Member Rev. Rodney McFarland, Sr. made a motion, which was seconded by Board Member Rev. S. C. Dixon to approve the minutes of the August board meeting with any necessary corrections. The motion passed unanimously.

8. Financial Report – FY 24.25

The financial report was presented to the board. Discussed ensued. Board Member Rev. S. C. Dixon asked Executive Director Michel to provide a monthly report in an itemized form of the expenses/expenditures. Executive Director Michel agreed to make this report in a different format available at the next board meeting.

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.

9. Complaint Review Report

Prosecuting Attorney Chanel Dubose presented Complaint Review Committee's report. Discussion ensued.

Board Member Rev. S.C. Dixon made a motion, which was seconded by Board Member, Stephen Boudreaux, to accept the Complaint Review Committee's report. 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 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 10:30 AM. The Board returned to open session at 2:02 PM.

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11. Conclusion – final statements and/or closing remarks –

The LSBEFD's next meeting is tentatively scheduled for October 14, 2024, at 10:00 AM and the Laws & Rules Committee will meet that afternoon at 1:00 PM.

Board Member Rev. S. C. Dixon made a motion, which was seconded by Board Member Stephen Boudreaux, to adjourn the meeting. The motion passed unanimously. The meeting ended at 2:10 PM.