

**Minutes for the Meeting of the
Louisiana State Board of Embalmers
And Funeral Directors**

April 15, 2015

**Board Members present:
Louis Charbonnet, III, President
Kelly Rush Savoy, Vice President
Patrick H. Sanders, Secretary
Gerard Schoen, III, Treasurer
Edward L. Muhleisen
J. Steven Cox
S.J. Brasseaux
John Dansby, Consumer Representative**

The meeting was called to order by the Board's President, Louis Charbonnet, III at 9:10 AM, at the Golden Nugget Hotel, Grand Room I, located at 2550 Golden Nugget Blvd., Lake Charles, Louisiana. Also present was Michael H. Rasch, General Counsel, Dianne T. Alexander, Prosecuting Attorney, Kim W. Michel, Executive Director and M. Jude Daigle, Inspector. Ms. Shehee was not present at today's meeting.

PUBLIC COMMENTS:

No one was present to address the Board at this time.

PRESENTATIONS:

Devin George, State Registrar and Center Director from OPH/DHH Center for Records and Statistics was present with Omar Khalid, Vital Records Program to discuss the following:

Since LEERS Death Module implementation in July 2012:

- Average Days Between Death and Registration – Pre LEERS: 59 Days - Current: 19 Days (Deaths Occurring in 2014)
- 55.9% Registered Within 15 Days
- 82.9% Registered Within 30 Days
- 90.1% Registered Within 39 Days
- 88% of death records currently completely electronic
- 93.6% of records have SSN verified using the online verification tool
- Over 3,200 medical certifiers enrolled in LEERS

Our work is not finished... some things we have done since January

- Established LEERS Support Unit
- Laid Groundwork for future collaboration plans with Email Management System
- Built Partnerships with corporate hospitals - Ochsner, Tulane, LSU-HSD, WK, Touro, WJGH, OLOL

Some things that are currently in the works:

Re-Structuring to form a VR Quality Management Unit

1 of 5 states awarded funds by CDC with overall goal of improving physician participation with state electronic death registration systems (LEERS). Overall objectives:

- Increase the percentage of death records registered completely electronic
- Increase percentage of death records that are submitted to CDC/NCHS within 10 days of the death
- Alert State Epidemiologist of deaths related to specified causes within 1 day of certification

Strategies include: Face-to-Face Trainings, Additional Corporate Hospital Partnerships, Statewide and Regional Conferences, Direct Mailings, LEERS Upgrades

Future Initiatives in the near future include:

- Possible LEERS Update: electronic Corrections for Funeral Directors, Physicians and Coroners
- Possible LEERS Update: Ordering certified copies of records through LEERS using credit cards (overnight, priority mail, pick up)
- VIEWS
- Working with physicians and coroners to educate them regarding the importance of death records along with specificity and completeness of cause of death info

Additional things WE all need to work together on:

- Working with physicians already on LEERS to ensure they remain users
- Strengthening relationships with LSBME, LSMS, LCA

COMPLIANCE HEARING

The hearing entitled, "In the Matter of Keith Robinson and Memoriaux de Agape Funeral Home, Bossier City" was continued based upon a letter received by Mr. Robinson requesting a continuance and that he be able to meet with the Board informally.

A motion was made by Mr. Schoen, seconded by Mr. Brasseaux and unanimously passed that Mr. Robinson must appear at the next scheduled meeting or the Board will move forward with a formal hearing.

REGULATIONS, RULES AND PROCEDURES

Dianne Alexander, Prosecuting Attorney for the Board, updated the Board with regard to her basic training at NCIT in Austin, TX sponsored by CLEAR. The four day training was a National Certified Investigator Training course in which Ms. Alexander will receive her certification for conducting investigations.

For informational purposes, the Board was presented with the timeline for the State Register regarding the final rule promulgation process.

Ms. Michel advised the Board that a Laws and Rules Committee meeting needed to be scheduled in order to address the transcript from the Public Hearing on the current rule promulgation that was held on March 2, 2015.

Mr. Brasseaux advised the licensees attending the meeting of the laws and rules process of the Board and that they should stay abreast of the current laws, rules and changes through the Legislature.

Ms. Michel advised that anyone could visit the Legislature website, type in a search word for any law relating to that word whether it be a law already in place or a bill being filed.

BOARD/STAFF ISSUES

A. Executive Director's report by Kim W. Michel

Motion was made by Mr. Brasseaux, seconded by Mr. Muhleisen and unanimously passed to accept the Executive Director's report as presented.

B. Inspector's report by M. Jude Daigle

Motion was made by Mr. Muhleisen, seconded by Mr. Sanders and unanimously passed to accept the Inspector's report as presented.

MINUTES

Motion was made by Mr. Sanders, seconded by Mr. Schoen and unanimously passed to accept the minutes of the meetings for January 14, 2015.

FINANCIAL

Financial Report and Budget update Fiscal 2014/2015

Motion was made by Mr. Schoen, seconded by Ms. Rush and unanimously passed to accept the financial report and budget update for fiscal 2014/2015.

COMPLAINT SUMMARY

For informational purposes only, the Board members were presented with a numerical listing of all open matters remaining at the end of fiscal 2013/2014, together with a numerical listing of the complaints filed for fiscal 2014/2015, to date.

CORRESPONDENCE

A. Temporary licensees requesting their LA license:

- a. Eugene Miller, T/L 0470, who holds Georgia embalmer/funeral director 534-4946, currently employed with Winnfield Funeral Home, Shreveport.
- b. Patrick Hendry, T/L 0468, who holds an Tennessee Embalmer/Funeral Director License No. 6015-6016, currently employed with Lake Lawn Metairie Funeral Home, New Orleans

Motion was made by Mr. Schoen, seconded by Ms. Rush and unanimously passed to accept the requests and issue LA licenses to Mr. Miller and Mr. Hendry.

For informational purposes only, the board was presented with a letter received by Mr. Purvis advising the Board that he is now employed with Gethsemanae's Paradise Funeral Home, Coushatta.

The Board was presented with a narrative by Ms. Michel with regard to an individual wishing to register in Louisiana for an internship with a transcript from Ponce Paramedical College in Puerto Rico for embalming. An exam had been taken in Puerto Rico and passed although the scores had not been received in the office at this time. Ms. Michel informed the Board that PPC in Puerto Rico was not accredited by the ABFSE nor was it a SACS accredited equivalent.

A directive was issued by the Board's President, Mr. Charbonnet, for Ms. Michel to contact The Conference, through written communication, as to their procedure to allow this individual to take the exam.

A letter received by Mr. Ty'Ron Robinson and Ms. Delores Robinson requesting approval to open a branch funeral establishment in Oakdale which is 40.6 miles from their main funeral establishment in Pineville. The letter refers to "public need" for such request as outlined within the regulations regarding the 40 mile rule in Title 46, §1107, 2, ii.

Mr. Ty'Ron Robinson was present to address the Board as well.

A motion was made by Ms. Rush, seconded by Mr. Schoen and unanimously passed to approve Mr. Robinson's request for the location in Oakdale and to waive the .6 mile overage that exists between the main funeral establishment in Pineville and the prospective Oakdale location.

Mr. Charles Evins was present to introduce himself as a new owner of two new funeral homes, Evins Larry Perry and Family Funeral Home in Rayne and Oakdale.

EXECUTIVE SESSION

Motion was made by Mr. Schoen, seconded by Mr. Sanders and unanimously passed to go into Executive Session at 11:30 a.m. for the following reasons:

for discussion in regard to the report, development, or course of action for legal strategies In the Matter Coy Gremillion and Magnolia Funeral Home and Crematory, Alexandria

Motion was made by Mr. Schoen, seconded by Mr. Cox and unanimously passed that the Executive Session be concluded at 11:55 a.m. to take the following actions:

A directive was issued by Mr. Charbonnet that the due to the receipt of payment of the fine by Mr. Gremillion, that there is no need to discuss the matter any further.

NEW BUSINESS

A discussion ensued with regard to the current bills being filed during the 2015 Legislative session. An update with regard to same will be presented at the next scheduled Board meeting.

There being no further business to be addressed upon today's agenda, the meeting was then adjourned at 1:35 PM.

Patrick Sanders, Secretary

Louis Charbonnet, III - President Approved