



On Wednesday, March 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 Rev. S. C. Dixon called the meeting to order at 9:01 AM.

2) **Roll Call**

Board Members Present

Stephen Boudreaux – Vice President

Rev. Shelton Dixon – President

Terry Luneau

Rev. Rodney McFarland, I

Louis Charbonnet, III

Juan Joseph

Maurice Southall

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

Board Members Absent

Willie Davis, Jr.

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.

3) **Opening Remarks**

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

4) **Invocation / Pledge of Allegiance**

Board Member Rev. Rodney McFarland, I led the invocation. Board Member Stephen Boudreaux led the Pledge of Allegiance.

5) **Public Comments**

President Dixon asked if there were any public comments.

There was no one attending the board meeting in person at the board office 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, which was seconded by Board Member Stephen Boudreaux to accept today's agenda.

6) **Unfinished Business**

There was no unfinished business to be discussed by the board.

Board Member Juan Joseph made a motion, which was seconded by Board Member Maurice Southall to move into the formal hearing.

7) New Business

a. Formal Hearing:

i. In the Matter of St. Edwards's Funeral Home, Darlene St. Romain, Tremain Starlard, Bunkie President Dixon turned the meeting over to the hearing officer, John Becknell. Prosecuting Attorney DeBose asked for 15 more minutes as the complainant for the hearing was in route and needed a little more time to get to the board office due to traffic. Permission was granted by Hearing Officer John Becknell. The board continued to the next agenda item.

b. Discussion of Open Meeting Law requirements at board meetings.

General Counsel Carrie Jones provided information to the board regarding open meeting laws at board meetings.

8) Reports

a. Executive Director's Report

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

Board Member Stephen Boudreaux made a motion, which was seconded by Board Member Rev. Rodney McFarland, I. 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 Stephen Boudreaux made a motion, which was seconded by Board Member Rev. Rodney McFarland, I. 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.

Comments were made by Board Member Rev. Rodney McFarland, I, stating that he along with Executive Michel nominated Inspector Bowden for a seat on the Board of Directors for the International Conference of Funeral Service Examining Boards. The board gave further congratulations to Inspector Bowden for his accompaniment.

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

Board Member Boudreaux made a motion, which was seconded by Board Member Rev. Rodney McFarland, I to go into a recess. The recess started at 9:25 AM and ended at 9:31 AM. Board Member Maurice Southall made a motion, which was seconded by Board Member Rodney McFarland, I to come out of recess.

9) Approval of Meeting Minutes – February 12, 2025

Board Member Stephen Boudreaux made a motion, which was seconded by Board Member Terry Luneau to accept the reading of the February 12, 2025, 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 Stephen Boudreaux made a motion, which was seconded by Board Member Rev. Rodney McFarland, Sr: to go into executive session. The motion passed unanimously. Executive Session began at 9:34 AM.

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

b. Personnel Issues

The board returned from executive session at 10:02 AM. A motion was made by Board Member Rev. Rodney McFarland, I and seconded by Board Member Terry Luneau to return to open meeting with board members listed above in the roll call section present. All board members were present, except Board Members Gregory McKneely and Willie Davis, Jr. who were absent.

The Formal Hearing in the Matter of St. Edwards's Funeral Home, Darlene St. Romain, Tremain Starlard, Bunkie began at 10:05 AM. and ended at 12:16 PM

Board Member Rev. Rodney McFarland, I made a motion, which was seconded by Board Member Louis Charbonnet to go into executive session. The motion passed unanimously. The executive session began at 12:16 PM. The board came out of executive session at 12:18 PM.

At 12:35 PM a hearing to show cause for licensee Tremain Starlard began.

Board Member Rev. Rodney McFarland, I made a motion, which was seconded by Board Member Louis Charbonnet to go into executive session. The motion passed unanimously. The executive session began at 12:53 PM.

Board Member Rev. Rodney McFarland, I. made a motion, which was seconded by Board Member Stephen Boudreaux to come out of the executive session at 1:43 PM. All board members were present, except Board Members Gregory McKneely and Willie Davis, Jr. who was absent.

The board rendered its order in the following matters:

- *Contempt hearing for licensee Tremain Starlard, Bunkie*
- *In reference to the matter of St. Edwards's Funeral Home, Darlene St. Romain, Tremain Starlard, Bunkie*

11) Closing Remarks

Final statements and closing remarks were given by President Dixon

12) Announcements

Executive Director Michel announced the next LSBEFD meeting's tentative dates: The March meeting dates are as follows:

- Board Meeting will be held on Thursday March 13, 2025, at 9:00 AM
- Board Meeting will be held on Wednesday March 19, 2025, at 9:30 AM
- Dates will be circulated between the committee chair, representatives of LFDA and LFD&MA and the staff for the month of April meeting as both associations will be having conventions during the month of April.

13) Adjournment

Board Member Stephen Boudreaux made a motion, which was seconded by Board Member Maurice Southall to end the meeting. The motion passed unanimously. The meeting adjourned at 2:01 PM