



Louisiana State Board of Embalmers and Funeral Directors

New Orleans, LA

Suite 1232, The Executive Towers
3500 N. Causeway Blvd.
Metairie, LA 70002
504.838.5109
FAX: 504.838.5112

www.lsbefd.state.la.us
Toll free: 888.508.9083

Notice of Meeting
Tuesday, January 10, 2023
9:00 AM

Agenda "Revised"

Meeting to be held at the address noted above; Zoom information below (Zoom attendance is reserved for CE and observation only)

9:00 AM

According to R.S. 37:832, Louisiana State Board of Embalmers and Funeral Directors purpose: regulating embalmers, funeral homes, funeral directors, individuals engaged in the care and disposition of the deceased and handling consumer complaints.

- ___ 1. Agenda - Call to order / opening remarks / Pledge of Allegiance
- Roll call –
- Public Comment (limited to 3 minutes)

Presentations

Hearings and/or Compliance

Board Office Update

- ___ 2. Executive Director's Report
- ___ 3. Inspection report Summary - Marybeth Harrington and R. Demale Bowden, Jr.
- ___ 4. Financial report – budget P&L and projected FY 22.23
- ___ 5. Complaint Update – complaints reviewed by CRC
- ___ 6. Update re the Laws & Rules Committee Meeting
- ___ 7. Resolution for personnel under the Executive Director
- ___ 8. Nominations and Election of Officers for the 2023 calendar year

Board-Staff

- ___ 9. Executive Session - for the discussion of the following:
Board/staff matters and/or hearing deliberation and/or meeting-office business
- ___ 10. Conclusion – final statements and/or closing remarks – Next meeting's tentative date, March 7, 2023

Join Zoom Meeting OPTIONAL (for CE credit and observation only)

Topic: Board Meeting

Time: Jan 10, 2023 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84075262103?pwd=MTI4VGt1dndtMUZrak5DdkRlV01jQT09>

Meeting ID: 840 7526 2103

Passcode: Jd7ZeQ&A

One tap mobile
+13052241968,,84075262103#,,,,*49853916# US
+13092053325,,84075262103#,,,,*49853916# US
Dial by your location
Meeting ID: 840 7526 2103
Passcode: 49853916
Find your local number: <https://us06web.zoom.us/j/kcQVKNVQb6>



BOARD MEETING ATTENDANCE RECORD

- ☐ **Stephen Boudreaux**
- ☐ **Louis Charbonnet**
- ☐ **Willie Davis**
- ☐ **Shelton Dixon**
- ☐ **Juan Joseph**
- ☐ **Terry Luneau**
- ☐ **Rodney McFarland**
- ☐ **Gregory McKneely**
- ☐ **Maurice Southall**



BOARD MEETING





Executive Director's Report

January 10, 2023

Renewal session 2023 – October – November – December – has ended.

Heidi and I are still working on reconciling and updating licenses and the renewals in order to prep for the renewal end report to include non-renewals and delinquencies.

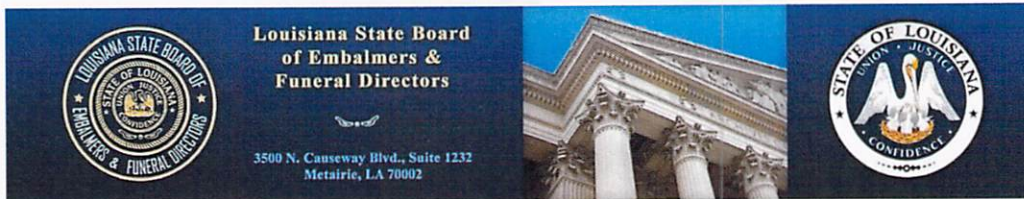
There are over 2000 licenses that are received during the Oct., Nov., and Dec., months, with the majority of those being delivered the last week of December and the beginning of January.

Licensees that have not updated their account in Certemy will continue to receive email notifications until the accounts have been completed. We are trying to make sure that everyone is updated in Certemy as quickly as possible.

Heidi and I appreciate everyone's patience as we process these manually and through Certemy.

Continuing education is processed through CE Broker and each licensee is able to access their account for CEs as well as add/upload your own hours. I am currently back logged and will get those updated as soon as I can.

At this meeting, there is no registry record of new licenses and interns. The Conference report has not been released yet either. Those reports will be prepared for the March meeting.



INSPECTOR II INSPECTOR'S REPORT

January 10, 2023

President McFarland, Board Members, & Executive Director Michel:

New Year's Greetings to everyone. I thank you for the opportunity to give my first inspector's report for the year of 2023 and it is as follows:

Inspections

December 2022 inspections have been in the Districts of C & D and date from December 6, 2022, to December 29, 2022, and consisted of the following: 36 total inspections, which include inspecting 23 main establishments, 7 branches, 4 chapels, and 2 crematories.

As of year's end, December 29, 2022, I have performed and completed a total of 226 inspections which include inspecting: 197 funeral home establishments (129 main establishments, 42 branches and 26 chapels), 23 crematories, 5 new funeral establishments and 1 new crematory establishment.

As you are aware, January 2023 inspections have begun continuing in the Districts of C & D and date from January 3, 2023, to January 6, 2023, and consisted of the following: 11 total inspections, which include inspecting 2 main establishments, 1 branch, 7 chapels, and 1 crematory. Of those, 11 inspections 9 of those inspections had no issues in reference to the inspection checklist, and 2 (one crematory and one funeral home) had one or more issues in reference to the inspection checklist. Total number of inspections since our last meeting, 47.

In the next few weeks, it's our projected goal to be finishing up with inspecting a few loose mains, chapels, and branch locations in the Districts of C & D. To the best of my knowledge, there is ONLY 20 - 30 inspections remaining before completing the entire state with inspections.

New Establishment & Crematory Inspections

No new establishments inspections have been performed during this period.

Board Car

The car is well, it's being maintained in tip top condition as expected and the total mileage for the year end in 2022 was 12,625 miles.

R. DeMale Bowden, Jr., CFSP, CCSP - Inspector II

License: E-2646 Retort Operator#: 431

Louisiana State Board of Embalmers and Funeral Directors

*Greetings to the President of the Board Mr. McFarland, Mr. Secretary Luneau,
Board Members and Executive Director Mrs. Kim Michel*

*As this is the first Inspectors Report for the year of 2023, and since our last
meeting I have completed 40+ inspections in Districts C & D.*

*This concludes my report. I will answer any questions at this time that you the
Board have regarding inspections or my report.*

Respectfully submitted

Marybeth Harrington

E2672 Retort Operator 186

Inspector I

Accounting Summary

1/9/2023

Chase - MM	\$ 284,620.64	
Bank Plus	\$ 159,297.03	(Formerly First Bank & Trust)
Liberty Bank	\$ 54,106.52	
Liberty Bank	\$ 63,405.85	
Chase check account	\$ 34,493.62	
Total	\$ 595,923.66	

October - December = dependent funds received are renewals = establishments, embalmers & funeral directors

March - May = dependent funds received are renewals = crematories & retort operators

3 x Certificates of Deposit for reserve account funds (non-operating funds)

Chase MM and Chase checking account are operating accounts.

Fees received during October through December and February through March are for operations.

Bank Plus and the two Liberty banks hold reserved funds placed in CDs. Interest from these accounts accumulate to the balance of these accounts and are not withdrawn.

The following page(s) of budget information is a projection based upon the operational income received solely from the Oct -Dec and Feb-Mar fees that are received.

The budget projections(s) fluctuate with each report and a final accounting cannot be determined until the fiscal year end.

The budget projection does not incorporate the funds reserved in the CDs.

The board does not receive any funding from the State of LA through appropriations, taxes, allocations, grants, etc.

The board operates completely by income received from license fees and registrations.

LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS

Profit and Loss % of Total Income

July 2022 - June 2023

	TOTAL	
	JUL 2022 - JUN 2023	% OF INCOME
Income		
3010 Fun Estab Annual Renewal	284,200.00	66.28 %
3020 Fun Estab New Certificates	6,000.00	1.40 %
3030 Ownership, Location, Name Chang	4,200.00	0.98 %
3040 Crematory Authority License	1,200.00	0.28 %
3050 Retort Operator License	6,242.45	1.46 %
3055 Retort Operator Annual Renewal	160.00	0.04 %
3060 Embalmer Annual Renewal	62,720.00	14.63 %
3070 Funeral Director Annual Renewal	33,040.00	7.71 %
3080 Emb/FunDir/ Temp License Fees	11,000.00	2.57 %
3100 Interest on Investments	516.39	0.12 %
3110 Fines	9,000.00	2.10 %
3120 Miscellaneous Income	1,601.14	0.37 %
3140 Duplicate Certificate Fee	1,400.00	0.33 %
3150 Internship Fee	6,500.00	1.52 %
3160 Temporary License fee	300.00	0.07 %
3170 F.D.License Reinstatemt	480.00	0.11 %
3180 Emb. License Reinstatement	250.00	0.06 %
Total Income	\$428,809.98	100.00 %
GROSS PROFIT	\$428,809.98	100.00 %
Expenses		
3120	-2.16	-0.00 %
4000 Compensation -	0.00	0.00 %
4010 Per Diem	1,100.00	0.26 %
4020 Salaries - Office	63,555.20	14.82 %
Total 4000 Compensation -	64,655.20	15.08 %
4050 Employee Benefits -		
4051 Employers Contrib Retire System	372.47	0.09 %
4054 Employment Security Tax	15.49	0.00 %
4060 Group Insurance -		
4061 GIP-Active employees	11,248.96	2.62 %
4064 GIP - Joe Lee Pea	171.12	0.04 %
4065 GIP - Stella L. Neal	119.04	0.03 %
4067 GIP - Dawn P. Scardino	4,020.96	0.94 %
Total 4060 Group Insurance -	15,560.08	3.63 %
Total 4050 Employee Benefits -	15,948.04	3.72 %
4100 Travel -		
4110 Mileage Reimbursement	3,149.39	0.73 %
4120 Staff/office Travel	275.00	0.06 %
4130 Inspectors Travel Expense	25,293.54	5.90 %

LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS

Profit and Loss % of Total Income

July 2022 - June 2023

	TOTAL	
	JUL 2022 - JUN 2023	% OF INCOME
4570 Board members meeting exp	2,055.13	0.48 %
Total 4100 Travel -	30,773.06	7.18 %
4200 Professional Fees		
4210 Legal Fees	49,421.25	11.53 %
4230 Audit	6,740.00	1.57 %
4240 Computer Consultant	3,339.85	0.78 %
Total 4200 Professional Fees	59,501.10	13.88 %
4300 Other Purchased Services -		
4310 Insurance	14,123.14	3.29 %
4340 Dues and Subscriptions	592.00	0.14 %
4360 Telephone & Telegraph	2,842.50	0.66 %
4390 Hearing Expense	141.00	0.03 %
Total 4300 Other Purchased Services -	17,698.64	4.13 %
4400 Rents -		
4410 Rent-Office & Parking	16,593.70	3.87 %
4420 Equipment Lease	2,077.70	0.48 %
Total 4400 Rents -	18,671.40	4.35 %
4500 Supplies & Maintenance -	4,631.03	1.08 %
4510 Stationery, Supplies & Office	22,790.73	5.31 %
4511 Postage	1,060.72	0.25 %
4580 Miscellaneous Expense	2,046.23	0.48 %
Total 4500 Supplies & Maintenance -	30,528.71	7.12 %
5000 Equipment Purchases	18,118.34	4.23 %
Payroll Expenses		
Taxes	440.59	0.10 %
Wages	87,878.16	20.49 %
Total Payroll Expenses	88,318.75	20.60 %
Reimbursements	4,048.70	0.94 %
Uncategorized Expense	950.32	0.22 %
Total Expenses	\$349,210.10	81.44 %
NET OPERATING INCOME	\$79,599.88	18.56 %
NET INCOME	\$79,599.88	18.56 %

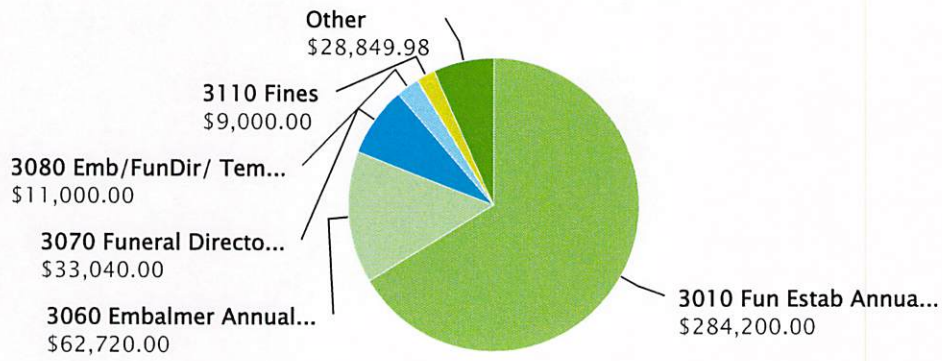
LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS

Budget vs. Actuals: Budget 22-23 - FY23 P&L

July 2022 - June 2023

	JUL. SEP. 2022			OCT. DEC. 2022			JAN. MAR. 2023			APR. JUN. 2023			TOTAL		
	ACTUAL	% OF BUDGET	OVER BUDGET	ACTUAL	% OF BUDGET	OVER BUDGET	ACTUAL	% OF BUDGET	OVER BUDGET	ACTUAL	% OF BUDGET	OVER BUDGET	ACTUAL	% OF BUDGET	OVER BUDGET
come															
3010 Fun Estate Annual Renewal	75,000.00		-75,000.00	247,800.00		75,000.00	36,400.00		75,000.00	75,000.00		-75,000.00	\$294,200.00	\$0.00	\$294,200.00
3010 Fun Estate Annual Renewal	4,500.00	240.00 %	-75,000.00	1,500.00	80.00 %	-75,000.00	-75,000.00		1,875.00	1,875.00		-75,000.00	\$0.00	\$300,000.00	\$0.00
3020 Fun Estate New Certificates	1,875.00	2,850.00 %	-3,000.00	1,500.00		-3,000.00	-3,000.00		1,875.00	1,875.00		-900.00	\$6,000.00	\$-1,500.00	\$6,000.00
3030 Ownership, Location, Name Change	4,000.00	3,500.00 %	-3,000.00	900.00		900.00	-900.00		900.00	900.00		-900.00	\$3,000.00	\$600.00	\$3,000.00
3040 Crematory Authority License	1,200.00	160.00 %	-450.00	750.00		-750.00	-750.00		750.00	750.00		-750.00	\$1,200.00	\$-1,800.00	\$400.00
3045 Crematory Authority Annual Renewal	8,750.01		8,750.01	8,750.01		8,750.01	8,750.01		8,750.01	8,749.97		8,749.97	\$0.00	\$35,000.00	\$0.00
3050 Board Operator License	1,875.00	173.33 %	1,875.00	2,742.45		1,875.00	867.45		1,875.00	1,875.00		-1,875.00	\$6,242.45	\$7,500.00	\$-1,257.55
3055 Board Operator Annual Renewal	5,250.00		-5,250.00	160.00		5,250.00	5,090.00		5,250.00	5,250.00		5,250.00	\$0.00	\$20,840.00	\$-19,640.00
3060 Embalmer Annual Renewal	18,000.00		-18,000.00	39,280.00		18,000.00	5,440.00		18,000.00	18,000.00		-18,000.00	\$82,720.00	\$72,000.00	\$10,720.00
3065 Embalmer Annual Renewal	9,999.99	0.80 %	-9,919.99	29,920.01		9,999.99	3,040.00		9,999.99	10,000.03		10,000.03	\$3,040.00	\$40,000.00	\$-36,960.00
3070 Funeral Director Annual License	2,499.99	190.00 %	2,499.99	5,500.00		2,499.99	3,000.00		2,499.99	2,500.03		2,500.03	\$11,000.00	\$10,000.00	\$1,000.00
3080 Embal/FunDir Temp License Fees	2,499.99	76.04 %	3,000.01	249.99		2,499.99	78.31		2,499.99	2,500.03		2,500.03	\$11,000.00	\$10,000.00	\$1,000.00
3100 Interest on Investments	7,750.01	3,000.13 %	249.99	1,000.00		249.99	750.01		249.99	250.03		250.03	\$516.39	\$1,000.00	\$-483.61
3110 Fees	249.99	28.03 %	935.75	1,233.35		750.00	483.35		750.00	750.00		-750.00	\$9,000.00	\$1,000.00	\$8,000.00
3120 Miscellaneous Certificate Fee	650.01	300.01 %	650.01	500.00		249.99	249.99		249.99	250.03		250.03	\$1,400.00	\$1,000.00	\$-400.00
3140 Duplicate Certificate Fee	1,875.00	170.67 %	1,375.00	3,200.00		1,875.00	100.00		1,875.00	1,875.00		-1,875.00	\$6,500.00	\$7,500.00	\$-1,000.00
3150 Temporary License Fee	125.01	78.88 %	125.01	200.00		125.01	74.99		125.01	124.97		124.97	\$300.00	\$500.00	\$-200.00
3160 F.D. License Recoupment	354.99	353.97 %	-125.01	250.00		125.01	124.99		125.01	124.97		124.97	\$400.00	\$500.00	\$-100.00
3170 F.D. License Recoupment	125.01		-125.01	250.00		125.01	124.99		125.01	124.97		124.97	\$250.00	\$500.00	\$-250.00
3180 F.D. License Recoupment	125.01		-125.01	250.00		125.01	124.99		125.01	124.97		124.97	\$250.00	\$500.00	\$-250.00
ROSES PROFIT	\$51,000.34	34.14 %	\$-47,500.05	\$51,000.34	34.14 %	\$-47,500.05	\$51,000.34	34.14 %	\$-47,500.05	\$51,000.34	34.14 %	\$-47,500.05	\$51,000.34	34.14 %	\$-47,500.05
3120	-2.16		-2.16										\$-2.16	\$0.00	\$-2.16
4000 Compensation	624.99		-624.99	624.99		624.99	624.99		624.99	625.03		-625.03	\$0.00	\$0.00	\$0.00
4010 Per Diem	32,499.99		32,499.99	13,460.01		14,912.78	14,912.78		32,499.99	32,500.03		-625.03	\$1,100.00	\$2,500.00	\$-1,400.00
4020 Salaries - Office	28,749.99		-28,749.99	28,749.99		28,749.99	28,749.99		28,749.99	28,750.03		-28,750.03	\$3,555.20	\$13,000.00	\$-9,444.80
Total 4000 Compensation -	61,874.97		-61,874.97	61,874.97		61,874.97	61,874.97		61,874.97	61,875.00		-61,875.00	\$4,865.20	\$17,500.00	\$-12,634.80
4050 Employee Benefits	12,500.01	2.96 %	-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4055 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4060 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4065 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4070 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4075 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4080 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4085 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4090 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4095 Employee Benefits	12,500.01		-12,500.01	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$0.00	\$0.00	\$0.00
4100 Travel	624.99		-624.99	624.99		624.99	624.99		624.99	625.03		-625.03	\$0.00	\$0.00	\$0.00
4110 Message Reimbursement	275.00		-275.00	275.00		275.00	275.00		275.00	275.00		-275.00	\$0.00	\$0.00	\$0.00
4120 Staff/Office Travel	7,500.00		-7,500.00	4,947.48		7,500.00	7,500.00		7,500.00	7,500.00		-7,500.00	\$11,249.96	\$30,000.00	\$-18,750.04
4130 Inspectors Travel Expense	8,068.49		8,068.49	75.00		75.00	75.00		75.00	75.00		75.00	\$17.12	\$300.00	\$-282.88
4140 Board members meeting exp	1,205.13	48.81 %	-80.00	850.00		53.76	53.76		53.76	53.76		53.76	\$17.12	\$215.00	\$-197.88
Total 4100 Travel -	16,771.62	178.00 %	7,308.02	13,463.00		13,463.00	13,463.00		13,463.00	13,463.00		13,463.00	\$4,070.96	\$6,500.00	\$-2,429.04
4200 Professional Fees	5,900.00		-5,900.00	5,900.00		5,900.00	5,900.00		5,900.00	5,900.00		-5,900.00	\$0.00	\$0.00	\$0.00
4210 Legal Fees	5,900.00		-5,900.00	5,900.00		5,900.00	5,900.00		5,900.00	5,900.00		-5,900.00	\$0.00	\$0.00	\$0.00
4220 Accounting fees	1,910.00		-1,910.00	1,910.00		1,910.00	1,910.00		1,910.00	1,910.00		-1,910.00	\$0.00	\$0.00	\$0.00
4230 Audit	5,900.00		-5,900.00	5,900.00		5,900.00	5,900.00		5,900.00	5,900.00		-5,900.00	\$0.00	\$0.00	\$0.00
4240 Computer Consultant	34,052.76		-34,052.76	34,052.76		34,052.76	34,052.76		34,052.76	34,052.76		-34,052.76	\$0.00	\$0.00	\$0.00
Total 4200 Professional Fees -	54,062.76	217.17 %	14,832.74	12,500.01		12,500.01	12,500.01		12,500.01	12,499.97		-12,499.97	\$49,421.25	\$50,000.00	\$-578.75
4300 Other Purchased Services -	14,123.14	434.56 %	3,249.99	250.00		250.00	250.00		250.00	250.00		250.00	\$0.00	\$0.00	\$0.00
4310 Insurance	342.00		-342.00	342.00		342.00	342.00		342.00	342.00		-342.00	\$0.00	\$0.00	\$0.00
4340 Dues and Subscriptions	1,893.76	259.13 %	875.66	624.99		624.99	624.99		624.99	625.03		-625.03	\$0.00	\$0.00	\$0.00
4350 Telephone & Telegraph	141.00	56.40 %	249.99	249.99		249.99	249.99		249.99	250.03		-250.03	\$0.00	\$0.00	\$0.00
4390 Hearing Expense	16,405.40	309.28 %	1,183.80	1,183.80		1,183.80	1,183.80		1,183.80	1,183.80		1,183.80	\$17,000.00	\$18,000.00	\$-1,000.00
Total 4300 Other Purchased Services -	14,123.14	434.56 %	3,249.99	250.00		250.00	250.00		250.00	250.00		250.00	\$14,123.14	\$13,000.00	\$1,123.14
4400 Rent -	13,516.39		4,766.38	675.01		675.01	675.01		675.01	675.01		675.01	\$18,550.70	\$35,000.00	\$-16,449.30
4410 Rent Office & Parking	624.99		-624.99	624.99		624.99	624.99		624.99	625.03		-625.03	\$0.00	\$0.00	\$0.00
4420 Equipment Lease	624.99														

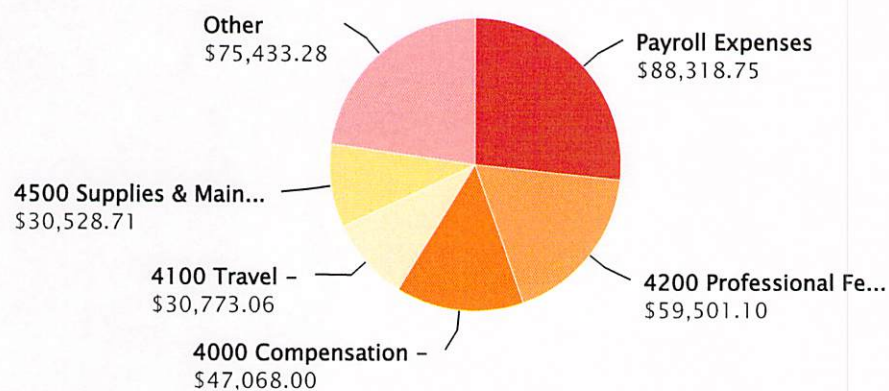
LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS
Income By Category



%	Category	(\$)Amount
66.28%	3010 Fun Estab Annual Renewal	284,200.00
14.63%	3060 Embalmer Annual Renewal	62,720.00
7.71%	3070 Funeral Director Annual Renewal	33,040.00
2.57%	3080 Emb/FunDir/ Temp License Fees	11,000.00
2.10%	3110 Fines	9,000.00
6.73%	Other	28,849.98

Monday, Jan 09, 2023 09:43:34 AM GMT-06:00 - Accrual Basis

LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS
Expense By Category

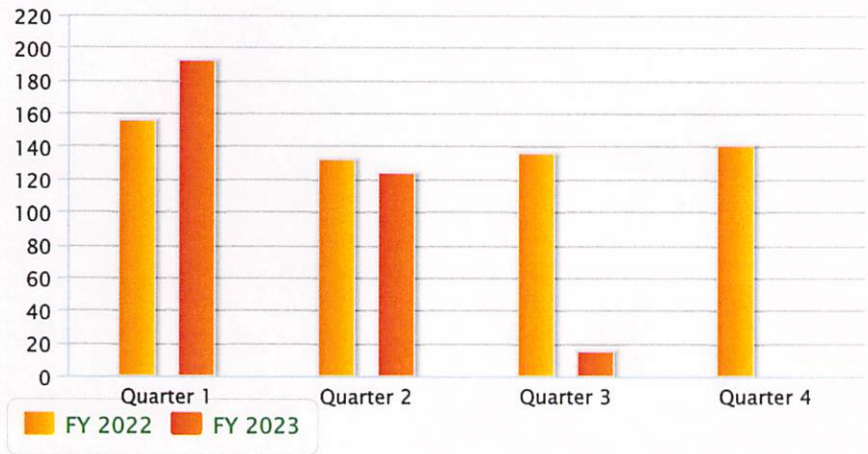


%	Category	(\$) Amount
26.63%	Payroll Expenses	88,318.75
17.94%	4200 Professional Fees	59,501.10
14.19%	4000 Compensation -	47,068.00
9.28%	4100 Travel -	30,773.06
9.21%	4500 Supplies & Maintenance -	30,528.71
22.75%	Other	75,433.28

Monday, Jan 09, 2023 09:45:06 AM GMT-06:00 - Accrual Basis

LA STATE BOARD OF EMBALMERS & FUNERAL DIRECTORS
Previous Year Expense Comparison

\$ in 1000's



Quarter	FY 2022	FY 2023
Q1	\$155,665.17	\$192,063.18
Q2	\$132,202.19	\$124,145.44
Q3	\$136,303.65	\$15,414.28
Q4	\$140,498.17	-

Monday, Jan 09, 2023 09:46:01 AM GMT-06:00 - Accrual Basis



Louisiana State Board of Embalmers And Funeral Directors

Suite 1232, The Executive Towers
3500 N. Causeway Blvd. 70002
Metairie, LA 70002
504.838.5109

Fax: 504.838.5112
www.lsbefd.state.la.us
Toll free: 888.508.9083

Resolution of the Louisiana State Board of Embalmers

BE IT KNOWN, that during the meeting of the Louisiana State Board of Embalmers and Funeral Directors, Metairie, Louisiana, was held on the 10th day of January, 2023, at 9:00 o'clock a.m. a quorum being present, the following resolution was introduced by Mr/s. _____ and seconded by Mr/s. _____, to wit:

WHEREAS, The Louisiana State Board of Embalmers and Funeral Directors wishes to authorize whomsoever occupies the position of Executive Director to make day-to-day decisions relating to personnel, employment and staffing, and

WHEREAS, The Louisiana State Board of Embalmers and Funeral Directors wishes to retain oversight of the delegation of this authority; and desires that any and all decisions of the Executive Director remain subject to ratification, modification or reversal by the Board, and

WHEREAS, this Board is of the belief that allowing this delegation of authority will streamline office operations and maximize the operational efficiency of the day-to-day business of the Louisiana State Board of Embalmers and Funeral Directors,

NOW THEREFORE, BE IT RESOLVED, that the Louisiana State Board of Embalmers and Funeral Directors, hereby delegates authority for personnel, employment, and staffing related matters to whomsoever occupies the position of Executive Director, to, as that person deems necessary, make decisions related to employment and personnel matters concerning the employees and/or staff of the Board, subject to continuing Board oversight.

The above and foregoing resolution was adopted by the Louisiana State Board of Embalmers and Funeral Directors of Metairie at its meeting on the _____ day of _____ at 9:00 o'clock a.m.

YEAS: _____

NAYS: _____

Absent: _____