



**Louisiana State Board of Embalmers
and Funeral Directors
New Orleans, LA**

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**Notice of Meeting
Wednesday – October 6, 2015
9:00 AM**

Presentations by Ms. Alexander and Ms. Michel

10:00 AM
Meeting of the Board
**The Margaritaville Hotel/Resort/Casino
777 Margaritaville Way
Bossier City, LA 71111**

Agenda

9:00 AM

1. Presentation by Ms. Alexander, General Counsel
2. Presentation by Ms. Michel, Executive Director

40 minute presentation regarding the Board/Office - Legal (Laws-Rules) / Complaint (process, handling & Information) / update / guidance / webpage / social media
10 minute question and answer session

10:00 AM

- 1. Agenda
- *** Call to order / opening remarks / Pledge of Allegiance
- *** Roll call
- *** Public Comment - Public comment cards are available for anyone who wishes to address the Board. Please fill out a comment card with information and give to any of the staff or board member in order to be recognized during the meeting.

Presentations Requested

There were no requests received

Compliance and/or Hearing(s)

- 2. Informal Hearing entitled; "In the Matter of Natchitoches (Winnfield) Funeral Home, Natchitoches and Gethsemanae Paradise Funeral Home, Coushatta" **10:30AM**
- 3. Update re LA Register Publishing of Internship Rules - Inspection

Board Office Update

- 4. Executive Director's report

- 5. Inspector's report
- 6. Minutes – August 12, 2015 and September 9, 2015
- 7. Financial report - Budget update 2015/2016 – Budget review 2014/2015
Final Audit report from the LA Legislative Auditors – incomplete at this time
General accounting audit report review
- 8. Complaint information/update
- 9. Lease proposal for the Board's office in the Executive Towers Building
- 10. Salary Review; - Mr. Daigle & Ms. Michel

Correspondence

None

Board-Staff

- 11. Executive Session
 - For the discussion and determination of Lease proposal for office in the Executive Towers
 - For the discussion and determination of office and/or staff issues
- 12. Determination of Lease proposal for office in the Executive Towers
- 13. Determination of office and/or staff issues -
- 14. 2016 Calendar review of meeting dates
- 15. New Business
- 16. Conclusion of meeting - any final statements/notifications from the Chair/Board
closing prayer