



**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
Wednesday – September 9, 2015
9:00 AM**

Agenda

- 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

No presentations were scheduled

Compliance and/or Hearing(s)

- 2. Formal Hearing entitled; "In the Matter of the LSBEFD against Jordan Lynell Taylor and the former Rayne Memorial Funeral Home, Rayne."
- 3. Laws and Rules Committee meeting update re LA Register Publishing of Internship Rules

Board Office Update

- 4. Executive Director's report
- 5. Inspector's report
- 6. Minutes – August 12, 2015 – incomplete for approval at this meeting
- 7. Financial report - Budget update – Budget review 2014/2015
- 8. Complaint information
- 9. Lease proposal for the Board's office in the Executive Towers Building
- 10. Salary Review; Board Staff - Mr. Daigle & Ms. Michel
Ms. Penouilh - Civil Service review update
Ms. Alexander - Civil Service review update

Correspondence

- 11. Medicaid - preneed and insurance policies – Medicaid office called re preneed policies and life insurance policies

Board-Staff

- 12. 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 - Electronics and usage Policy - Confidentiality Agreement - Personnel Plan and/or Job Descriptions

- 13. Determination of Lease proposal for office in the Executive Towers

- 14. Determination of office and/or staff issues - Electronics and usage Policy - Confidentiality Agreement - Personnel Plan and/or Job Descriptions

- 15. New Business

- 16. Conclusion of meeting - any final statements/notifications from the Chair/Board closing prayer