

December 9, 2013

Meeting of the Louisiana State Board of Embalmers and Funeral Directors was called to order at 9:05 AM by the board's Vice President, Kelly Rush, at the board's office located at 3500 North Causeway Blvd., Suite 1232, Metairie, Louisiana.

Present:

Louis Charbonnet, III, President\*  
Patrick H. Sanders, Secretary \*\*  
Kelly Rush, Vice President  
Gerard Schoen, III, Treasurer  
J. Steven Cox  
Edward L. Muhleisen  
S.J. Brasseaux  
Margaret Shehee

Also present: Michael H. Rasch, General Counsel  
Kim W. Michel, Executive Director  
Heidi Fontaine, Administrative Coordinator II  
M. Jude Daigle, Inspector

Mr. Dansby was not present at today's meeting.

As has been required by law, time was set aside as "Public Comment Time". However, no one was present to speak.

For informational purposes only, the Board members were presented with a listing of all open matters remaining as of the end of fiscal 2012/2013, together with a listing of the complaints filed for fiscal 2013/2014, to date.

Motion was made by Ms. Shehee, seconded by Mr. Schoen and passed that the complaint summary be accepted as presented.

\* Attended the meeting in progress.

The inspector's report was then presented to the board members by Mr. Jude Daigle.

Motion was made by Ms. Shehee, seconded by Ms. Rush and passed that the Inspector's report be approved as presented.

A discussion ensued with regard to Mr. Daigle's report regarding the possibility of unlicensed activity at Boyce Community Funeral Home, Boyce.

The Chair directed that a letter of admonishment be sent to Boyce Community Funeral Home, concerning this situation.

The Executive Director's report was then presented to the board members by Ms. Kim Michel.

Motion was made by Ms. Shehee, seconded by Ms. Rush and passed to accept the Executive Director's report as presented.

A discussion ensued with regard to Alan Buckliw of Batesville Casket that was noted within the Executive Director's report as Mr. Buckliw, who submitted the continuing education roster to the Board twenty-six days after the presentation and the roster was not notarized.

Motion was made by Ms. Shehee, seconded by Ms. Rush and passed to accept the continuing education roster submitted by Alan Buckliw of Batesville this one time in order to prevent penalizing the licensees that attended the program.

The minutes of the October 15, 2013 meeting were presented to the Board Members for their further review and approval.

Motion was made by Mr. Brasseaux, seconded by Mr. Schoen and passed that the minutes be approved as presented.

\*\* Attended the meeting in progress.

Financial report budget vs actual, and 2013-2014 budget, an updated 2013-2014 budget revision, as well as the final Audit report, were presented to the Board Members for their further review, consideration and approval.

Motion was made by Mr. Brasseaux, seconded by Ms. Rush and passed that the financial report, budget update, 2013/14 budget proposal and Audit report information be accepted and approved as presented.

Winnifred Jackson of Good Samaritan Funeral Home, Shreveport was present to address the Board regarding her Order and Decree for the fine of twenty five hundred dollars as administered by the Board upon the acceptance of her signed Admission and Consent form.

Motion was made by Mr. Sanders, seconded by Mr. Schoen and passed that the Board re-open the matter for discussion.

Motion was then made by Mr. Sanders, seconded by Ms. Shehee for the Board to reconsider a reduction or suspending a portion of the twenty five hundred dollar fine that was originally imposed.

The Chair called for a vote from the members. Messrs. Muhleisen, Brasseaux, Cox and Ms. Rush voted against the motion and Mssrs. Sanders, Schoen and Ms. Shehee voted in favor of the motion. The motion failed by the majority vote.

Ms. Jackson is ordered to pay the fine that was imposed of twenty five hundred dollars.

Kendra Richardson of Richardson Funeral Home, Hammond and Covington was present to address the Board regarding her Order and Decree for the fine of five thousand dollars as administered by the Board upon the acceptance of her signed Admission and Consent form.

Motion was made by Ms. Shehee, seconded by Mr. Brasseaux and passed that the Board re-open the matter for discussion, based upon the comments of Ms. Richardson.

Motion was made by Mr. Brasseaux, seconded by Ms. Shehee and passed that Mrs. Richardson be allowed, as requested, ninety days to pay the fine as ordered, that this motion shall not be set as a precedent, but only to allow the additional time due to the amount of the fine coinciding with the renewal of the Richardson Funeral Home's licenses. If the fine is not paid within ninety days, the fine as originally imposed of eight thousand dollars shall be due or the licenses of Richardson Funeral Home, Hammond and Covington shall be revoked.

A request from Debra Hamilton, U-1317, for the Board to review and possibly approve a proposal as submitted by her, for her individually, to advertise herself as a Funeral Director Advocate.

The Chair ordered this to be tabled for review by the Laws and Rules Committee for further determination.

The board then considered information provided, regarding the breakdown of the proposed fees of The Conference for the implementation of the Louisiana State Law exam.

Motion was made by Mr. Brasseaux, seconded by Mr. Schoen and passed to accept the proposal as presented and to begin the process for implementing the Louisiana Law exam.

Current pending matters reviewed by the Complaint Review Committee are as follows:

Information gathered by the Board's staff with regard to a complaint filed by Kimberly Thomas against Huey Taylor and Benevolent Funeral Home, was presented to the Board Members.

Motion was made by Mr. Sanders, seconded by Mr. Schoen and passed that, although the allegations do not appear to be a violation of the laws, rules and regulations under which all licensees must operate, that a letter of admonishment should still be addressed to Mr. Taylor, all as per the recommendations of the Complaint Review Committee.

Information gathered by the Board's staff with regard to a complaint filed by The Bruins Family against Coy Gremillion and Magnolia Funeral Home, was presented to the Board Members.

Motion was made by Ms. Rush, seconded by Mr. Muhleisen and passed that a formal hearing be set for the next scheduled meeting date, all as per the recommendations of the Complaint Review Committee.

Information gathered by the Board's staff with regard to a complaint filed by Michelle Bias against Arthur Hickerson and Heritage Funeral Directors and Stephen Schmedje and St. John's Crematory, was presented to the Board Members.

Motion was made by Ms. Shehee, seconded by Ms. Rush and passed that a formal hearing be set for the next available meeting date, all as per the recommendations of the Complaint Review Committee.

With regard to the previous complaints pending the outcome due to the Federal litigation, motion was made by Mr. Brasseaux, seconded by Mr. Schoen and passed that these complaints concerning caskets be dismissed.

Mr. Schoen, Chair of the Laws and Rules Committee, presented the Board with an update regarding the recent meetings held by the committee that included the Associations of the LFDMA and LFDA being present at the meetings as well.

A request from Connie Green, WP holder 0451, for a reciprocal license was presented to the Board members for approval. Ms. Green holds a Mississippi Funeral Service License # FS-1093 which was issued on October 5, 2006. Ms. Green is currently employed with Delgado Community College, New Orleans as a Funeral Service Instructor.

Motion was made by Ms. Shehee, seconded by Mr. Schoen and passed that Ms. Green be issued her Louisiana license.

A request from John Beckwith, WP holder 0453, for a reciprocal license was presented to the Board members for approval. Mr. Beckwith holds a Texas Embalmer Funeral Director license, # 9037, which was issued on March 13, 1987. Mr. Beckwith is currently employed with Beckwith Golden Gate Funeral Home, Tallulah.

Motion was made by Mr. Brasseaux, seconded by Mr. Muhleisen and passed that Mr. Beckwith be issued his Louisiana license.

Mr. Charbonnet advised that four hours would be granted to those attending the meeting for their continuing education credits.

Mr. Brasseaux presented the Board's office with a framed print of a funeral industry designed Fleur de Lis, which will be displayed within the office of the Board.

Motion was subsequently made by Ms. Shehee, seconded by Ms. Rush and passed that the meeting move into Executive Session at 11:20 PM to discuss office efficiencies and strategies.

Motion was made by Ms. Rush, seconded by Mr. Schoen and passed that the meeting move out of Executive Session at 12:20 PM.

A motion was made by Ms. Shehee, seconded by Mr. Schoen and passed that the President should designate a Board Member to participate in the meetings of the Complaint Review Committee.

It was determined by the Members that the election of officers would be held at the next scheduled meeting in 2014.

There being no further business to be addressed upon today's agenda, the meeting was then adjourned at 12:30 PM.

---

Patrick Sanders, Secretary

Approved -

---

Louis Charbonnet, III, President