



John Bel Edwards  
Governor

## STATE OF LOUISIANA

### LOUISIANA CEMETERY BOARD

3445 N. CAUSEWAY BOULEVARD, SUITE 509  
METAIRIE, LOUISIANA 70002  
TELEPHONE 504-838-5267 TOLL FREE 1-866-488-5267 FAX 504-838-5289

Lucy L. McCann  
Director

#### CERTIFICATION OF INABILITY TO MEET IN PERSON DUE TO COVID-19 PUBLIC HEALTH EMERGENCY FOR LOUISIANA CEMETERY BOARD

In accordance with La. Acts 2020, No. 302, this notice shall serve as a certification of the Louisiana Cemetery Board's ("Board") inability to otherwise operate in accordance with the Louisiana Open Meetings Law as a result of the COVID-19 public health emergency. The Board will provide for attendance and quorum at its essential government meeting on November 5, 2021, via video conference. Pursuant to La. Acts 2020, No. 302, the Board must meet because:

- 1) Matters that, if they are delayed, will cause curtailment of vital public services or severe economic dislocation and hardship. Because the Board regulates the operation of cemeteries in Louisiana, a necessary function during pandemics, its continued function during this pandemic is essential and, failing timely meeting, would result in the curtailment of vital public services or severe economic dislocation and hardship.
- 2) Matters that are critical to continuation of the business of the public body and that are not able to be postponed to a meeting held in accordance with the other provisions of this Louisiana Open Meetings Law due to a legal requirement or other deadline that cannot be postponed or delayed by the public body. The Board's operations must follow statutorily-mandated deadlines. It is impossible to postpone or delay the matters of the Board.

Considering the foregoing, and in accordance with La. Acts 2020, No. 302, the Board's meeting on Friday, November 5, 2021, at 9:00 a.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on Thursday, October 14, 2021.

---

Lucy L. McCann  
Director, Louisiana Cemetery Board

**TENTATIVE AGENDA  
LOUISIANA CEMETERY BOARD  
November 5, 2021**

1. **Call to order – 9:00 A.M. – Via Video Conference**  
**Link to meeting:**  
<https://us06web.zoom.us/j/82955853898?pwd=ZEp6R2JUUU9DckRMT2lvd0pqbThFUT09>
2. **Roll Call & Introductions**
3. **Public Comment – Public Comments will be heard pursuant to Section 4 of the LCB’s Policies and Procedures Manuel (copy attached.)**
4. **Approval of Minutes**  
  
**Board Meeting – May 14, 2021**  
  
**Executive Committee Meeting – October 13, 2021**
5. **Reports of Officers**  
  
**Chairman**  
  
**Vice-Chairman**  
  
**Secretary/Treasurer**
  - a) Statement of Operations January through October 31, 2021
  - b) Cash & Investments as of October 31, 2021
  - c) Budget vs. Actual January through October 2021
  - d) 2021 Proposed Budget Amendments
  - e) Projected Budget for January 1, 2022 through December 31, 2022
  - f) Legal Litigation & Long-Term Obligations Account
6. **Report of Director**
7. **Approval of Applications for Pre-Construction Sales Projects**
  - a) Westlawn Cemeteries, LLC d/b/a Westlawn Memorial Park and Cemetery, Gretna, LA – Redeemer Mausoleum Building IV
  - b) Beau Pre’ Memorial Park, Inc. d/b/a Beau Pre’ Memorial Park, Jeanerette, LA – Garden of the Cross Mausoleum Sections G, H & I
  - c) Evangeline Memorial Gardens, Inc. d/b/a Evangeline Memorial Gardens, Carencro, LA – Garden Mausoleum Building A
  - d) Lafayette Memorials, Inc. d/b/a Lafayette Memorial Park, Lafayette, LA – Glass Front Niches Family Room
  - e) Congregation of St. Francis de Sales Roman Catholic Cathedral, Houma, LA d/b/a St. Francis de Sales Cemetery #2, Houma, LA – Bonne Terre Mausoleum Phase II
  - f) Westlawn Cemeteries, LLC d/b/a Westlawn memorial Park and Cemetery, Gretna, LA – Redeemer Mausoleum Building V

**TENTATIVE AGENDA - LOUISIANA CEMETERY BOARD – NOVEMBER 5, 2021 - 2**

- g) Westlawn Cemeteries, LLC d/b/a Westlawn memorial Park and Cemetery, Gretna, LA – Redeemer Mausoleum Building VI
- h) Carriage Services of Louisiana, Inc. d/b/a Garden of Memories Cemetery, Metairie, LA – St. Patrick Mausoleum Building No. 2
- i) Town of Berwick d/b/a Berwick Memorial Cemetery, Berwick, LA – Garden Mausoleum No. 6 Addition

**8. Ratification of Certificates of Authority issued:**

**2021 Non-Exempt (Renewals):**

- a) #21-549
- b) #21-551 - #21-558

**2021 Non-Exempt (New):**

- a) #21-550 – Smith & Tate Investments, L.L.C. d/b/a Rosaryville Cemetery, Ponchatoula, LA

**Exempts (New):**

- a) #1504E – Donald Bert Davis & Cathy Wall Davis d/b/a Donald Davis Family Cemetery, Springfield, LA
- b) #1505E – Jeremy W. Dunnington d/b/a Dunnington Family Cemetery, Loranger, LA
- c) #1506E – Alice Marie Jung Living Trust d/b/a Jung-Smith Family Cemetery, Lecompte, LA
- d) #1507E – Darrell Brigman and Christal Brigman d/b/a Cedar Ridge Cemetery, Monterey, LA
- e) #1508E – Frank Parnell, Sr. & Patsy Parnell d/b/a Parnell Cemetery, Kentwood, LA
- f) #1509E – Peter John Youngblood & Lelisa Katherine Frenz Youngblood d/b/a Edwin's Garden, Sunset, LA
- g) #1510E – Mitch Johnson d/b/a Johnson's Cemetery, Pitkin, LA
- h) #1511E – Meadows Chapel Methodist Church d/b/a Meadows Methodist Church Cemetery, Prairieville, LA
- i) #1512E – Stephen L. Ham d/b/a Ham Bonz Family Burial Ground, Bienville, LA
- j) #1513E - Leslie & Debra Comeaux d/b/a Haven's Rest, Anacoco, LA
- k) #1514E – Sharon Courtney and Larry Courtney d/b/a The Larry Courtney Family Cemetery, Holden, LA
- l) #1515E – Richard Satterley, Dennis Satterley, Karen Satterley, Dora Satterley & Genell S. Ragsdale d/b/a Satterley Smith Cemetery, Melville, LA

**2019 Exempts (Renewals):**

- a) #0952E – Sweet Home Baptist Church d/b/a Sweet Home Baptist Church Cemetery, Maringouin, LA

**9. Reports of Committees**

**Executive Committee**

**Administrative Committee**

**TENTATIVE AGENDA - LOUISIANA CEMETERY BOARD – NOVEMBER 5, 2021 - 3**

**Examination & Inspection Committee**

- a) October 2020 Summary Report

**Rules and Regulations Committee**

**10. Old Business**

- a) Statewide Cemetery Response Task Force Report – Hurricanes Laura, Delta, Zeta and Ida

**11. New Business**

- a) Ratification of Proposed Consent Agreements:
- b) Legislation
- c) Approval of Legal Contract
- d) 2022 LCB Meeting Dates
- e) Ethics Training

**12. Executive Session**

- a) State of Louisiana and the Louisiana Cemetery Board versus Stephanie Means Green, Denise Baranco, Wayne A. Matthews, Sr., Ronald R. Matthews, Dollie Matthews, Darryl G. Baranco, Sr., Mignon Baranco Fontenette, June B. Gumbel, Joseph S. Baranco, Jr., Christopher P. Baranco, Robert G. Baranco, III, Ramon M. Baranco, Schyvanda T. Baranco, Edith B. Baranco, David Brian Baranco, Sr., Nineteenth Judicial District Court, Parish of East Baton Rouge, Docket No. 613710, Section 24
- b) State of Louisiana by and through the Louisiana Cemetery Board versus Oak Lane Memorial Park, L.L.C., Docket No. 119,440 Division C, Twenty-Third Judicial District Court, Parish of Ascension – Petition to Enforce Final Judgment and to make Judgment Executory
- c) Karen Sue Giles versus Oak Lane Memorial Park, L.L.C. and National Information Services, Inc., et al – Docket No. 112,974 Division A, Twenty-Third Judicial District Court, Parish of Ascension – Stipulated Judgment
- d) Westlawn Cemeteries, LLC versus The Louisiana Cemetery Board – Docket No. 795-617 Division J, Twenty-Fourth Judicial District Court, Parish of Jefferson – Petition for Declaratory Judgment
- e) State of Louisiana by and through the Louisiana Cemetery Board versus Evangeline Memorial Park, Inc. Docket No. 77700 Division A, Thirteenth Judicial District Court, Parish of Evangeline – Petition to Enforce Final Judgment and to make Judgment Executory.
- f) Gina M. Baker versus Louisiana Cemetery Board, The Firemen’s Charitable and Benevolent Association of New Orleans, and the State of Louisiana, through its Department of Justice, the Hon. Jeff Landry, Attorney General – Docket No. 818-614 Division F, Twenty-Fourth Judicial District Court, Parish of Jefferson – Petition for Judicial Review
- g) Review of staff performance

# LOUISIANA CEMETERY BOARD POLICIES & PROCEDURES MANUAL

## SECTION 4 – Time Limits for Public Comments

Approved by Louisiana Cemetery Board on February 21, 2013.

Members of the public attending meetings of the Louisiana Cemetery Board have the right to be recognized and heard as commenting on agenda items. However, an unlimited exercise of public comment will disrupt the public meeting. For this reason, the Board finds that it is appropriate to set certain parameters for public comment that both honor and permit the public's right to be heard and to participate in the public meeting as well as allowing the Board to timely conduct its business and to maintain an orderly and timely agenda.

For these reasons, the Board adopts the following policy regarding public comment during its meetings:

1. For each agenda item for which public comment is requested, it shall be the general policy of the Board to allow each individual desiring to make public comment relevant to that agenda item a total five (5) minutes comment time.
2. The Chair shall have the sole discretion to grant a public comment speaker's request to loan, cede, defer, or yield his allotted time to another public comment speaker who has not yet addressed the Board.
3. The Chair may grant or deny speakers additional time to comment over and above the allotted time set forth herein.
4. However, under no circumstances, whether additional time is granted by the Chair or public comment speakers' allotted times are loaned, ceded, deferred or yielded and combined with other public comment speakers' allotted times, the **TOTAL ALLOTTED TIME FOR ALL PUBLIC COMMENT FOR EACH AGENDA ITEM SHALL NOT EXCEED TWENTY (20) MINUTES.**
5. Should the remarks of the public comment speaker be deemed not germane to the particular agenda item being discussed, or should the public comment speaker exceed his allotted time, the Chair may, in his discretion, end that public comment.