**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, October 21, 2019**

District Office Large Conference Room, 1310 North Hearne Avenue, Shreveport LA 71107

Called to Order: By George Sewell at 4:33pm

Invocation: By Fletcher Carter

Pledge of Allegiance: Led by Reece Middleton

Welcome/Special Guest/Introductions: George Sewell welcomed Susan Mogensen.

Roll Call: George Sewell, Njeri Camara, Kristi Copeland, Fletcher Carter, Gary Conlay, Ora Rice and Reece Middleton were present. Wanda Brock and Marcelle Slaughter were excused. Matthew Linn was absent. Bienville and Governor Appointee #2 have no board representative at this time. A quorum of 7 out of 10 present board members was confirmed by George Sewell, Board Chair. Doug Efferson, Executive Director, was present. Matthew Linn arrived at 5:00pm.

Approval of Agenda: Moved by Reece Middleton, Seconded by Njeri Camara, unanimously approved without any changes.

Approval of the Minutes for August 19, 2019: Moved by Reece Middleton, seconded by Njeri Camara, unanimously approved without any changes.

Guest and Public Comments: None.

Executive Limitations: Doug Efferson gave a summary of his written report on the Financial Conditions & Activities, Communication and Support to the Board, and Treatment of Staff. It was noted that no formal complaints or grievances were filed by staff for the past year. Also noted was the FY21 budget submission changes regarding Natchitoches Housing and DD Family Support Services as recommended by LDH fiscal staff. Njeri Camara moved to accept the report, seconded by Fletcher Carter, and unanimously approved without any policy changes.

Governance Process: Reece Middleton led a review of Global Linkage and Unity of Control policies. Njeri Camara moved to accept the policies without change, seconded by Gary Conlay, unanimously approved.

Board Business: Reece Middleton gave a summary of the presentations at the HSIC Annual Board Member Meeting in Baton Rouge, LA, highlighting that the well organized and informative process was much better this year. The September Board Compliance Monitoring Summary Report was reviewed and accepted. The October Board Compliance Monitoring Tool was completed by all present board members. The next meeting date was agreed to be on Monday, November 18th at 5:30pm. Susan Mogensen facilitated an in-depth review of the Board Governance Policy manual and recommended a number of changes which were approved by the Board. George Sewell requested Doug Efferson and Susan Mogensen consolidate the approved changes into a red-line document for the full board to review and approve at the November board meeting.

Announcements/Acknowledgements: None.

Adjournment: Reece Middleton moved to adjourn the meeting at 7:21pm, seconded by Njeri Camara, and unanimously approved.

Minutes Prepared by George Sewell, Board Chair