Governance Board Meeting

2827 4th Ave

Lake Charles, Louisiana 70601

May 13, 2022

Minutes

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:13pm noting a quorum was present. The meeting was held at the Office of Public Health Region V Administration Office.

II. ROLL CALL

1. Betty Cunningham, appointed by Governor Edwards
2. William Sommers, appointed by Governor Edwards
3. Melanie Sarro, appointed by Governor Edwards
4. Linda Storer, appointed by Beauregard Parish
5. Aaron LeBoeuf, appointed by Calcasieu Parish
6. Angela Jouett, appointed by Cameron Parish

Absent:

1. Kristen Cassidy, appointed by Jefferson Davis Parish

NOTE: Allen Parish seat is vacant.

 EXECUTIVE STAFF PRESENT

1. Tanya McGee, Executive Director
2. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

 No guests present at the meeting.

IV. APPROVAL OF MINUTES

Board members received April minutes prior to the meeting. Linda Storer requested a motion to approve the April minutes. Angela Jouett motioned and Aaron LeBoeuf seconded. April minutes unanimously approved.

V. APPROVAL OF AGENDA

Linda Storer requested a motion to approve the agenda. Betty Cunningham motioned and William Sommers seconded.

VI. BOARD MONITORING

1. Chair Persons Role

Tanya reviewed the policy with the board. The policy details the role of the chairperson who ensures the current policies are followed and meeting content is focused. The chairperson’s deliberation must be fair and open. The chairperson can also be the district representative with board approval and can appoint any subcommittees to assist the board, if needed. Tanya stated that she has no recommendations for change. Linda Storer made a motion to accept the policy with no changes. Betty Cunningham motioned and Angela Jouett seconded.

1. Members Code of Conduct

Tanya reviewed the policy with the board. The policy refers to the code of conduct for board members and potential conflict of interest. Board members can have their own personal business interest but cannot publicly support their own agendas under ImCal’s name or make a statement as representative of the board. Tanya has no recommendations for change. Linda Storer made a motion to accept the policy with no changes. Aaron LeBoeuf motioned and Melanie Sarro seconded.

1. Present Slate Officers

Linda Storer – Chair

 Angela Jouett – Vice Chair

 Kristen Cassidy – Secretary

 Aaron LeBoeuf – Treasurer

1. Financial Disclosures

Tanya McGee informed the board their Financial Disclosures are due at this meeting. Members are to turn in the disclosures to Kristen Arville and she will send to Louisiana Boards and Commissions.

1. Board Training Event

Tanya McGee informed the board that she met with a trainer with expertise in board governance polices. She would like to sit in a board meeting before conducting a training. Tanya sent the trainer a proposal. Tanya informed Kristen Arville will send a list of potential dates and to ensure they notify her of all dates available. The date selected will be the majority of availability for the collected members.

VII. EXECUTIVE DIRECTOR REPORT

1. Employee of the Year Presentations

Tanya McGee informed the board of nominations for 2022 ImCal Employee of the Year and a new addition 2022 ImCal Contractor of the Year. Tanya Presented the nominations to the board. Traci Hedrick was selected for Employee of the Year and Candace Chelette was selected for Contractor of the Year.

1. Emergency Executive Director Succession

In case of an emergency Tanya is required to submit two names annually to the board of who can assume the role of Executive Director. Those names are Jenny Mills, ImCal HSA Deputy Director and Leigh Conway, ImCal Human Resources Director. Signed letter of succession kept on file within Admin office. Linda Storer made a motion to accept the policy with no changes. Angela Jouett motioned and Betty Cunningham seconded.

1. Law Enforcement Opioid Grant Collaborative

Tanya McGee informed the board ImCal is in the process of applying for a $1.3 million dollar grant in regards to the Opioid Crisis in conjunction with CPSO. The grant would be spread out over three years. Specifically, ImCal is looking to work with the Calcasieu Parish Sheriff’s office to create a program to help individuals in crises due to substance abuse or mental issues. Tanya informed they are looking to create a deflection program similar to the Multi Agency Resource Center (MARC) operated by the Office of Juvenile Justice Services in Calcasieu parish. Goal is to defect arrest and engage individuals into recovery supports and services.

1. ImCal HSA Mobile Outreach and Response Unit – “Pete”

Tanya introduced the new Medical Mobile Outreach and Crisis Response Unit, Pete. Pete will be providing service to Allen, Beauregard, Calcasieu, Cameron and Jefferson Davis Parishes. This will help provide Behavioral Health services to the rural areas of the five-parish area. This new unit can provide services, outreach, and crisis response. Pete is named after Pete Manena was the former regional administrator of the Office of Addictive Disorders and a pioneer in creating and integrating mental health and addiction services in Southwest Louisiana. For now, ImCal is working on getting Pete registered and insured and then management will develop a plan and schedule for Pete.

1. ImCal Admin/DD Building

ImCal’s Administration and Developmental Disabilities divisions will not move back to the Tower. ImCal met with the Lake Charles mayor’s office regarding plans for re-location of the divisions. ImCal is currently looking for property suitable for construction. The City of Lake Charles could potentially assist with construction costs if the property chosen is targeted for development by the City of Lake Charles. ImCal may be looking to build something other state entities who were displaced from tower can also use. It could serve as a hub for state funded entities in Lake Charles.

VIII. NEW BUSINESS

 Tanya McGee shared with the board her leads on the ImCal board vacancies.

She will be reaching out to the potential leads and inviting them to the next

board meeting.

 IX. NEXT MEETING-**6/9/2022**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. Betty Cunningham motioned and Aaron LeBoeuf seconded. Meeting adjourned at 1:30pm.