 Governance Board Meeting

One Lakeshore Drive, Suite 2000

Lake Charles, Louisiana 70629

November 5, 2020

MINUTES

I. CALL TO ORDER

Rita Cole called the meeting to order at 12:25pm noting that a quorum was present.

The meeting was held via Zoom in order to comply with the Governor’s COVID 19 Phase in

plan and due to post Hurricanes Laura & Delta

II. ROLL CALL

1. Betty Cunningham, appointed by Governor Edwards
2. William Sommers, appointed by Governor Edwards
3. Rita Cole, appointed by Allen Parish
4. Linda Storer, appointed by Beauregard Parish
5. Aaron LeBoeuf, appointed by Calcasieu Parish
6. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

1. Corlissa Hoffoss, appointed by Governor Edwards
2. Angela Jouett, appointed by Cameron Parish

EXECUTIVE STAFF PRESENT

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

III. INTRODUCTION OF GUESTS

No guests were present at this meeting.

IV. APPROVAL OF MINUTES

Board members received October minutes prior to the meeting. Rita Cole requested a motion to approve the October minutes. Aaron Leboeuf motioned and Linda Storer seconded. minutes unanimously approved.

V. APPROVAL OF AGENDA

Rita Cole requested a motion to approve the agenda. Kristen Cassidy motioned and Aaron

Leboeuf seconded.

VI. BOARD MONITORING

1. Discuss Holiday Social

Tanya informed the board usually in December they have a holiday social but this is canceled due to COVID. She also informed the board the ImCal Christmas party has been canceled.

VII. EXECUTIVE DIRECTOR REPORT

1. Communication & Support

Tanya McGee reviewed the policy with the board. The policy ensures the Executive Director makes sure the board is supported, communication is effective, and compliant with all board policies. Tanya recommends no changes to the policy at this time.

1. Monitoring of the Executive Director

This policy discusses how the board monitors the executive director’s performance. Tanya reminded the board of the Evaluation form created last year. This form is filled out by the Executive Management team. She informed unless there are any comments from the board she doesn’t recommend any changes to this policy.

1. FY 20/21 Budget – LA CARES & Market Adjustments

Tanya informed the board the budget for Fiscal Year 2022 has been submitted. She reminded them of the Means of Financing swap of State General Funds and the CARES Act funding. She informed the board that CARES Act funding will be reduced on December 31st. ImCal may see mid-year budget cuts.

1. ImCal HSA Status post Hurricanes Laura and Delta

Tanya informed the board all ImCal HSA Behavioral Health Clinics are open and operational. ImCal opened an ImCal Cares store of donated items for employees who are displaced to shop for necessary items. Tanya and James Lewis, ImCal HSA Development Disability (DD) Director have been working with DD providers to ensure housing for DD individuals in our community. ImCal is also working with Volunteers of America to provide housing for displaced clients in the Lafayette area. Tanya informed the board the electrical work at Briscoe is coming along well. She informed they hope to have everything up and running by December. LDH Executives are coming to SWLA to meet with ImCal and OPH staff, as well as local officials. She also informed the board that Admin and DD temporary offices are almost ready, just waiting on internet for both spaces.

VIII. NEW BUSINESS

 IX. NEXT MEETING – **December 3, 2020**

X. ADJOURNMENT

       Rita Cole requested a motion to adjourn the meeting. William Sommers motioned

        and Linda Storer seconded. Meeting adjourned at 1:20pm