**Northwest Louisiana Human Service District (NLHSD) – Region 7**

Minutes of the Special Meeting of Monday, August 27, 2012 @ 5:30 p.m.

1525 Fairfield Avenue; 5th Floor Conference Room – Shreveport, LA

The special call meeting of the Board of Directors of the NLHSD was held on **Monday, August 27, 2012 at 5:30 pm**. The meeting was called to order by Margaret Lowery at 5:50 p.m. Invocation was offered by Njeri Camara. Pledge of Allegiance was led by Morgan Johnson.

**Roll Call In Attendance**: Jennifer Partain, Morgan Johnson, Njeri Camara, Margaret Lowery, Fred Jones, Marcelle Slaughter, Ora Rice, Dee Fowler, Chris Nolen and Barbara Marshall. Absent: Roland Pippin and Wanda Brock. Members of the Public: Bobbie Thompson of the LA Assoc. on Compulsive Gambling and Aaron Allen (Many)

Mr. Jones provided information on Open Meetings Law to ensure the Board is familiar with the process and procedure for how meetings regarding the Executive Director hiring would be handled.

**Agenda Items for Discussion:**

1. **Executive Director Position Description –** The Board reviewed the position description that had been adopted in May; further discussion of the description with a comparative analysis of the description sent to members recently via email. The Board went through both descriptions line by line to ensure consistency and consensus with the wording throughout the document. Margaret Lowery is to finalize all the changes to the description, email the finalized document to the board for approval at the regular monthly meeting of September 17, 2012.
2. **Executive Director Hiring Process -** The board held discussion on the pros and cons for engaging a Search Committee. Moved by Fred Jones, seconded by Morgan Johnson that a Search Committee be seated to complete the process for the Executive Director hiring. **Ayes:** Partain, Johnson, Claiborne, DeSoto, Sabine, Webster, Fowler, Nolen and Marshall.  **Nayes:** Camara

Board members selected to serve on the **Search Committee include**:

Fred Jones

Chris Nolen

Barbara Marshall

Dee Fowler

Margaret Lowery

Wanda Brock (Alternate)

**Next Meeting Date** - The ED Search Committee will meet on **Friday, September7, 2012, @ 4:00 p.m**.

**Moved by Jones, seconded by Camara for the meeting adjournment at 7:10 p.m.**

Respectfully submitted, Njeri Camara, Secretary