**Minutes October 20, 2015**

**Ouachita Parish Health Unit – Community Room**

**1650 Desiard Street, Monroe, LA 71202**

**5:30PM**

**Call to Order**Meeting was called to order and a quorum was met. Prayer was led by Mike Shipp.

**Adopt Agenda***:* AMotion was made by Lorraine Reed and seconded by Kathy Waxman to approve /accept the Agenda. Motion was passed unanimously.

**Adopt Minutes of September 8:**AMotion was made by Mike Shipp and seconded by Lorraine Reed to accept September Minutes as presented. Motion was passed unanimously.

**Board Members present:**

Dr. E. H. Baker, Thelma Merrells, Lorraine Reed, Mike Shipp, Lekeisha Powell, Melba Sandifer,  Terri Spence, Alisa Lear and Kathy Waxman.

**Absent Board Members:** Lenard Chuck Halley

**Recognition of Guests**: Laura Nettles - Families Helping Families, Kathryn Fendall - MAGC Executive Director, Sharon Hill - MAGC Fairhaven Director , AME Bishop Ashley, Maurice Dade, Chadick Collins, R. Branford, Sam Baul, Daryl Callender, Gerald Broadway, Chalsea Little, Dr. Charles Pryor, Blake LeBlanc, Karen Bounds, Dr. MKay Bonner, Mark Thomas, Bonnie Hylan, David Hylan, Dwight Poole, Sharon Hill, Demetris Gray, Charles Smith and Versie Larkin.

**Northeast Delta HSA staff members**: Dr. Monteic Sizer, Delores Harris, Carlton Holmes, Martha Phillips, Avius Zimmerman and Jill Hirsekorn

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS –**

**ED – ED Report Submitted 10/14/15**

**Financial Condition and Activities** –

A Motion was made by Kathy Waxman and seconded by Mike Shipp to accept the ED report as documentation that *With respect to actual, ongoing financial condition and activities, the ED shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in ENDS policies.* Motion passed unanimously.

***BUDGET 2016*** *-* Kathryn Fendall, representing Monroe Area Guidance Center, shared documents and data with the NEDHSA Board to show the impact that the budget cuts will have on MAGC Jackson House program. She stressed the fact that they needed original funding budgeted to be able to provide housing to the 8 clients currently at Jackson House. There were passionate pleas from family members, MAGC Board Members and MAGC staff to reconsider the cuts implemented. The board requested Dr. Sizer meet with MAGC staff to discuss viable options, identifying other sources of funding which may be available to the agency. A Motion was made by E H Baker and seconded by Thelma Merrells. Motion was passed unanimously. Dr. Sizer and MAGC will meet about solutions which may allow MAGC to remain viable even with HAS budget cuts curently in place.

**BUDGET 2017-** – to DHH November 1, 2015 and to be presented to the Board at November Meeting.

**Treatment of Staff –** *With respect to the treatment of paid and volunteer staff, the ED may not cause or allow conditions that are unfair or undignified.* Data provided by Demetrius Roberts at this Board Meeting, to be discussed at November Meeting.

**BOARD -**

**Global Linkage -** *The board’s sole official connection to the operation of the Authority, its achievements, and conduct will be through an Executive Director.* AMotion was made by Lorraine Reed and seconded by E D Baker to continue policy as written. Motion passed unanimously.

**Unity of Control -** *Only decisions of the board acting as a body are binding on the Executive Director* AMotion was made by Melba Sandifer and seconded by Lorraine Reed to continue policy as written. Motion passed unanimously.

**Delegation to the Executive Director -** *The board will instruct the ED through written policies that prescribe the organizational Ends to be achieved and describe the organizational situations and actions to be avoided, allowing the ED to use any reasonable interpretation of these policies.* AMotion was made by E D Baker seconded by Kathy Waxman to continue policy as written. Motion passed unanimously.

**Accountability of the Executive Director -** *The ED is the board’s only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the ED.* AMotion was made by Kathy Waxman and seconded by Mike Shipp to continue to follow policy as written. Motion passed unanimously.

**Board Management** –

Performance Evaluation Format – ED & Board - **On Going**

Board Development/ Parish Outreach

**MONITORING** -

Travel Forms for 2015-2016 due MONTHLY

Format of ED monthly report – On Going due next month

***Information Requested by Board –***

Letters to appointing bodies re Board Members – Awaiting replies for new appointees and Renewal of current Appointments. Lorraine Reed information was updated in October. Her current term is April 2014- March 2017.

**Motion to adjourn by Mike Shipp and seconded by E H Baker. Motion passes unanimously.**

**Adjourn –** *Next Meeting –* ***November 17, 2015 -*** *Ouachita Parish Health Unit – Community Room, 5:30PM*