



# ACADIANA AREA HUMAN SERVICES DISTRICT

Serving Acadiana with Quality Compassionate Care

## Acadiana Area Human Services District

### Board Meeting Minutes

#### Tyler Behavioral Health Clinic

**September 17, 2018**

**Members Present:** Elizabeth F. West (Governor Appointment/Evangeline Parish); Carol Broussard (Iberia Parish); Micah Moscovis (St. Landry Parish); Janise B. Hardy (Vermilion Parish); Dr. Emily Sandoz (Lafayette Parish); Quinta Thompson (Governor Appointment/Lafayette Parish); John Stefanski (Acadia Parish)

**Members Absent:** David Merrill (Governor Appointment/Iberia Parish)

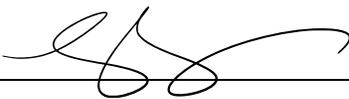
**Employees:** Brad Farmer, Executive Director; Takiyah Milton, Administrative Assistant, Jennifer Stelly, Human Resource Director; Daniel Leger, Chief Financial Officer;

**Others:** Rebecca Marcantel; Jordan Broach

**Vacancies:** Evangeline Parish; St. Martin Parish

Agenda Item	Discussion	Action
Call to Order		Call to order by Micah Moscovis, at 3:05 p.m.
Roll Call	7 board members personally present	
Quorum	7 board members personally present	Chair announced a Quorum present.
Approval of the Consent Agenda for September 17, 2018 <ol style="list-style-type: none"> <li>1. August minutes</li> <li>2. Matrix Report</li> <li>3. Executive Director report</li> <li>4. Agenda Calendar Item               <ol style="list-style-type: none"> <li>a. Governance Process: Cost of Governance</li> </ol> </li> </ol>	Carol Broussard/Elizabeth West moved/seconded approval of the Consent Agenda for September 17, 2018. Motion passed unanimously	

Solicit Public Comment Requests	Public Notices were posted at the AAHSD clinics and on the website. Open meeting laws are available.	
Public Comments/Input	No public comments.	
<ul style="list-style-type: none"> <li>● Audit Update: Rebecca Marcantel, Legislative Auditory</li> <li>● Board Member Advocacy (Activity) Reports</li> <li>● Comments from Chair</li> <li>● Comments from the Executive Director</li> </ul>	<p>Rebecca Marcantel gave a presentation about the audit process and identified the two risk area findings at AAHSD. Rebecca also took questions regarding compliance.</p> <p>No Board advocacy reported</p> <p>Chair, Micah Moscovis reported that there are currently two vacancies on the Board. Dr. Emily Sandoz discussed the survey on Membership Criteria. Dr. Sandoz offered to send a draft letter to Micah for members currently struggling with regular attendance. Micah then reviewed current policies reflected in the bylaws on member attendance. Dr. Sandoz suggested including intended absences that prevent quorum in our count. Board discussed briefly and offered advantages and disadvantages of this policy.</p> <p>Brad Farmer provided new appropriation report and a monthly revenue and expenditure analysis. Daniel Leger answered questions about line items and format of the report. Brad also described the policy for spending non-appropriated funds and board accountability.</p>	Brad Farmer commented on the changes to be made over the 90 day period following the time the report was made public including changing policies and seeking training on credentialing.

<ul style="list-style-type: none"> <li>• Governance Standards review</li> <li>○ Board Policies/ Mission/Vision/Value/Board Bylaws/Code of Ethics/Conduct/Conflict of Interest annual acknowledgement</li> <li>• Written statement of executive compensation philosophy</li> <li>• Executive Session</li> </ul>	<p>The Board continues to discuss board policies. Micah Moscovis and Janise Hardy reported on several small wording changes. John Stefanski and Elizabeth West asked to change the “agenda year” to end December 31<sup>st</sup> to remove time constraints for setting ownership. Carol Broussard requested clarification on several policies and formatting of changes.</p> <p>Dr. Emily Sandoz offered a review of the Executive Compensation Philosophy along with a recommendation to accept. Micah Moscovis reminded the Board that they will complete the Governance Standards Review next month by voting to accept recommendations.</p> <p>Dr. Emily Sandoz moved to transition into Executive Session to discuss the Executive Director’s performance evaluation about 4:40p.m. Micah Moscovis moved/Elizabeth West seconded to close Executive Session and transition to regular session per Dr. Sandoz.</p>	
Date, Time & Location of Next Meeting	Monday, October 22, 2018 @ 3:00 pm	<p>Date and Time: Monday, October 22, 2018 @ 3:00 pm</p> <p>Location : Tyler BHC 302 Dulles Drive Lafayette, LA 70506</p>
Adjournment	Elizabeth West/Carol Broussard moved/seconded adjournment	Meeting adjourned at 5:18 p.m.
Submitted by Secretary		Secretary, AAHSD Board of Directors