

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:02pm noting a quorum was present. The meeting was held via Zoom due to the federal declarations set in place for Southwest Louisiana.

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. Jenny Mills, Deputy Director
3. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

Guests in attendance included Penny Champion, prospective Cameron Parish representative. Doanie Perry, ImCal Developmental Disabilities Division.

IV. APPROVAL OF MINUTES

Board members received March minutes prior to the meeting. Linda Storer

requested a motion to approve the March minutes. Betty Cunningham motioned and

Angela Jouett seconded. March minutes unanimously approved.

V. APPROVAL OF AGENDA

Linda Storer requested a motion to approve the agenda. Aaron LeBoeuf motioned and Melanie Sarro seconded.

VI. BOARD MONITORING

1. Board committee principles

Tanya McGee reviewed the policy with the board. The creation of this policy is to aid the board in creating polices and topics by the use of sub-committees. Sub-committees are created in accordance with the principles set in the policy for work completed by the board. They are not put together to advise or assist ImCal staff. Board committees cannot speak on behalf of the board, unless given authority from the board membership. No authority can be directed to staff and Tanya’s direction comes from the board and not the appointed committee. This policy has been in existence since the creation of the board and Tanya has no recommendations for change. Linda Storer made a motion to accept the policy as is with no changes. Angela Jouett motioned and Melanie Sarro seconded.

1. Governor Appointee Position

Tanya McGee informed board appointment letters for Penny Champion, Cameron Parish Representative applicant and Mari Harris, Governor appointee applicant were mailed and sent electronically. Cameron Parish Police Jury informed this will be on their May meeting agenda for approval. The Governor’s Office contacted ImCal requesting multiple applicants be sent to the governor’s office so he has a number of applicants to choose from. Tanya informed the board Betty Cunningham will continue as the governor appointee until an appropriate replacement is selected.

1. Future Meetings Venue

In May, declarations regarding COVID will be lifted. The open meetings law does require the board to meet in person. ImCal doesn’t have a conference room available due to displacement from the Tower. Dr. Lacey Cavanaugh with Office of Public Health Region V (OPH) has offered for ImCal use of the OPH administration office conference room for the ImCal Board meetings. Meetings will be held in person at OPH until further notice.

VII. EXECUTIVE DIRECTOR REPORT

1. Compensation & Benefits

Tanya McGee presented the board with the 2022 Turnover Compensation Report. Tanya reviewed the positions and resignations for the current year. The turnover rate from April 2021 to April 2022 was 8%. ImCal currently has 77 fulltime TO positions, 9 Wage Alternate Employees (part-time), 7 Job Appointments and 11 in-house professional contractors. Included in the turnover report is a summary of employee performance ratings. Tanya informed the board 18 employees had exceptional performance ratings and received a one-time bonus. While the one-time bonuses are not included in initial budget appropriations, the annual market adjustments for employees are included. Tanya informed the board she is very pleased with this report. Most companies/agencies in the area are experiencing large turnover post-disasters. William Sommers congratulated Tanya on the small turnover rate.

1. Public Health Services Update

Tanya McGee updated the board on the work of Senators Mark Abraham and Fred Mills and the potential move of some OPH services under ImCal. OPH and LDH leadership have been meeting with each OPH Bureau (Program) at state level to determine the probability. An internal document was created listing all OPH services in detail and leadership reviewed each one determining what services would be feasible to move under ImCal. Tanya and Dr. Cavanagh will be reviewing this document and meeting with each OPH Bureau lead within the next few months.

1. City of Lake Charles meeting regarding new office location

Mayor Nick Hunter reached out to ImCal regarding plans for re-location of ImCal’s Administration and Developmental Disabilities offices. ImCal is currently looking for property suitable for construction. The mayor stated 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. The mayor will be meeting with Tanya, Jenny Mills, architect Jeff Kudla, and realtor Danette McManus. 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. Tanya asked the board for their input. Bill Sommers advocated for this and suggested ImCal determine adequate space for current and future growth. Betty Cunningham asked if current funding will allow this, Tanya informed more information will be needed to determine this.

1. Re-instating the ISC process for at-risk youth

The Calcasieu Parish School Board reached out to ImCal and the Office of Juvenile Justice services to determine a process to help at-risk youth. The school board needs help identifying children who are having behavioral problems and determining appropriate action. Albertha Adcock the CART program coordinator will be visiting with all principals in Calcasieu parish to inform them of CART services. Tanya informed the board several years ago, all five parishes had an inter-agency service coordination (ISC) group which focused on wrap-around services for at-risk youth. This helped youth who were engaged in multiple agency services bringing all agencies together to work as a collaborative effort to develop a plan to help the child and their families and provide resources. ImCal is looking to pull this service in house and Tanya asked the board for their input. All members agreed this is a needed service. William Sommers informed the service is vital to the community but advised the coordination of the programs will need to be consistent.

VIII. NEW BUSINESS

IX. NEXT MEETING-**5/5/2022**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. Betty Cunningham motioned and Aaron LeBoeuf seconded. Meeting adjourned at 1:07pm.