Governance Board Meeting

One Lakeshore Drive, Suite 2000

Lake Charles, Louisiana 70629

January 7, 2021

MINUTES

I. CALL TO ORDER

Corlissa Hoffoss called the meeting to order at 12:04pm 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.

II. ROLL CALL

1. Corlissa Hoffoss, appointed by Governor Jindal
2. Betty Cunningham, appointed by Governor Edwards
3. William Sommers, 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
7. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

1. Rita Cole, appointed by Allen Parish

EXECUTIVE STAFF PRESENT

1. Tanya McGee, Executive Director
2. Jenny Mills, Deputy Director
3. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

No guests were present at this meeting.

IV. APPROVAL OF MINUTES

Board members received December minutes prior to the meeting. Corlissa Hoffoss

requested a motion to approve the December minutes. Angela Jouett motioned and

William Sommers seconded. December minutes unanimously approved.

V. APPROVAL OF AGENDA

Tanya McGee requested to add Budget Cuts to the Executive Director report.

Corlissa Hoffoss requested a motion to approve the agenda with additions. Betty

Cunningham motioned and Linda Storer seconded.

VI. BOARD MONITORING

VII. EXECUTIVE DIRECTOR REPORT

a. Briscoe Update

Tanya McGee updated the board on the progress made at Briscoe. The invoice from

Entergy was created and sent to ImCal’s Fiscal division and is currently in the payment

process. Facility plans include a major electrical upgrade, plans to remodel the kitchen

along with other minor upgrades throughout the building. Due to the recent hurricanes

more extensive damage was added to the list. The process for selection of contractors

closed Wednesday January 6, 2021. A conference call is scheduled for Friday January

8, 2021 with the architect on the project and state facility management to update Tanya

and her team on the contractor selection and progress. Tanya told the board she will

keep them updated on this process.

b. Admin & DD Temporary Office

Tanya McGee informed the board that temporary office space has been secured for

Administrative (ADMIN) and Developmental Disability (DD) offices. The ADMIN

office space is located on Wolf Circle and DD is located on 5th ave, both addresses is

in Lake Charles. Both offices are much smaller than what ImCal had at the Tower. Due

to the Governors Covid 19 Phase in plan and the smaller office space, employees will

be working a rotating schedule. Plans are to have staff come in the office at least one-

day a week. Tanya encouraged the board to stop by both the facilities to tour the new

space. She is very excited for staff to have a space of their own to come to.

c. LaSOR Funding

Tanya McGee informed the board the Sobering and Engagement Center will not

reopen. Plans are to use the space to increase bed capacity at Briscoe and future plans for medical detox beds. LaSOR funding will have to be used on something else. Plans are to use the funds on a peer support/discharge planner to work in the local emergency departments helping clients with substance abuse disorders who are discharging and coordinating care. This will be contracted through Odyssey House Louisiana. They are currently working on a proposal, job descriptions etc.

d. Budget Cuts

ImCal received communication from the Louisiana Department of Health’s Division of Administration that ImCal is expected to receive a $600,000 cut to their budget for Fiscal year 2022. This is due to Covid 19 and the loss of revenue to the state. Tanya and ImCal’s Chief Financial Officer, Melanie Jackson are currently working on impact statements informing how this cut will effect ImCal. This cut will reduce the number of inpatient beds at Briscoe and reduce prescriber services within the Behavioral Health division.

VIII. NEW BUSINESS

Covid 19 Vaccines – ImCal has received Covid 19 vaccines from Office of Public Health. They will be dispensed by Candace Chelette who runs the Genoa pharmacy at ImCal’s Lake Charles clinic this will be offered to all ImCal employees and ImCal clients who qualify for phase 1B. More vaccines will be available for ImCal once OPH opens the point of dispensing location.

IX. NEXT MEETING – February 4, 2021

X. ADJOURNMENT

Corlissa Hoffoss made a motion to adjourn the meeting. William Sommers

motioned and Kristen Cassidy seconded. Meeting adjourned at 12:57pm.