Governance Board Meeting

One Lakeshore Drive, Suite 2000

Lake Charles, Louisiana 70629

May 6, 2021

MINUTES

I. CALL TO ORDER

Corlissa Hoffoss called the meeting to order at 12:06pm noting 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. Rita Cole, appointed by Allen Parish
3. Aaron LeBoeuf, appointed by Calcasieu Parish
4. Angela Jouett, appointed by Cameron Parish
5. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

a. Betty Cunningham, appointed by Governor Edwards

b. Linda Storer, appointed by Beauregard Parish

c. William Sommers, appointed by Governor Edwards

EXECUTIVE STAFF PRESENT

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

III. INTRODUCTION OF GUESTS

No guests were present at this meeting.

IV. APPROVAL OF MINUTES

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

requested a motion to approve the April minutes. Aaron LeBoeuf motioned and

Kristen Cassidy seconded. April minutes unanimously approved.

V. APPROVAL OF AGENDA

Corlissa Hoffoss requested a motion to approve the agenda. Angela Jouett

motioned and Aaron LeBoeuf seconded.

VI. BOARD MONITORING

a. Chairpersons Role

Jenny Mills reviewed the policy with the board and informed there are no

recommended changes to the policy.

b. Members Code of Conduct

Jenny Mills reviewed the policy with the board and informed there are no

recommended changes to the policy. She did remind them it is the Executive Directors

responsibility to let a board member know if he/she is operating outside of their role or

in violation of policy.

c. Present Slate of Officers

Corlissa Hoffoss – Chair

Rita Cole – Vice Chair

Betty Cunningham – Secretary

Aaron LeBoeuf – Treasurer

Officers will be elected at the June meeting

Officers will take offices at the July meeting.

VII. EXECUTIVE DIRECTOR REPORT

a. Employee of the Year Presentations

Jenny Mills informed the board of the process for selecting an Employee of the Year (EOY) has changed. The current process is ImCal staff submits nomination, then Executive Management Team narrows down the candidates. The nominees are then sent to the Board for review. This year, ImCal has two finalists. Tanya McGee invited the nominating staff Traci Hedrick and Tammy Lewis to discuss their nominations with the board. The board had the opportunity to ask questions and get to know the finalists. After the board meeting, Kristen Arville will send an email to the board asking for their vote for EOY.

b. Briscoe Update

Jenny Mills informed the board of all the work currently happening at the Briscoe Treatment Center. A large amount of work has been done, there is new paint, new floors and baseboards, and new bathroom partitions. The kitchen renovation is set to begin soon. As a reminder, when this is complete, they will be able to cook onsite. Exterior part of the building is being painted. ImCals Operations department is working on bids for new roof. The electrical work through facility planning is set to begin within the next 3-4 weeks. A courtesy inspection was conducted by Office of Public Health (OPH) in preparation for opening. Several small items need to be addressed before approval. Items such as the doors, missing tile in restrooms, sink in kitchen. Briscoe should be opening in the next 2-4 weeks.

c. Communities Care Youth Survey (CCYS)

Jenny Mills informed the board of the Communities Care Youth Survey, (CCYS). They are conducted in schools in the fall of even years. Jenny informed the board the survey should have been conducted in 2020, but the state approved an extension due to COVID and hurricanes. The surveys must be completed by the end of this school year and superintendents for Beauregard and Jefferson Davis are not complying. Jenny reminded the board that Beauregard and Jefferson Davis’s underage drinking funding came from these surveys. Cameron Parish completed their surveys. Calcasieu Parish agreed to conduct the surveys, but has not completed yet. The Beauregard Parish school system administration has refused. Allen and Jefferson Davis parishes have not responded at all. With COVID and hurricanes, there is a lot of funding available, but ImCal must have data to support requests and justify need. Jenny asked all board members to reach out to their perspective parishes school board to encourage them to complete the survey.

d. Opioid Response Activities

According to Center for Disease Control data, Calcasieu Parish has the highest rate of opioid overdoses in the entire state. ImCal doesn’t have the exact rankings of any other ImCal parishes, but Tanya McGee has been told they are high too. ImCal is steadily increasing our prevention efforts, via multi-media and billboards. We are also increasing street outreach efforts through our contract with Southwest Louisiana Health Education Center, SWLAHEC. ImCal is distributing more NARCAN and conducting Fentanyl testing in communities. Almost every fentanyl test has come back positive for Fentanyl. This is a strategic, community plan/effort that includes ImCal, SWLAHEC, OPH and the Coroner’s Office.

VIII. NEW BUSINESS

Corlissa Hoffoss mentioned she attended a seminar on advocacy for Developmental

Disability (DD) clients with Franklin Foil. The seminar was about continuing tutorship. A

process in which children between the ages of 15-18 can apply for continuing tutorship

and this will bypass interdiction. She mentioned this to inform ImCals DD division and to

pass the information on to their clients. Jenny requested she send the info to Kristen

Arville and she will look into it and forward to DD.

IX. NEXT MEETING - **6/3/2021**

X. ADJOURNMENT

Corlissa Hoffoss requested a motion to adjourn the meeting. Kristen Cassidy motioned and Aaron LeBoeuf seconded. Meeting adjourned at 12:44pm.