

Central La Human Services District – Board Meeting Minutes Office of Public Health Conference Room, Alexandria, La Thursday, December 14, 2017

<u>Members Present</u>: Priscilla Jeansonne (Avoyelles Parish); Dr. Brenda Moore (Concordia); Kathy Scarborough (Grant); Anthony Jackson (LaSalle Parish); Darrell Rodriguez (Rapides Parish), Dr. Renata Pilatova (At-Large/Rapides), Dr. Charles Ugokwe (At-Large/Rapides Parish), Dayna Davis (At-Large/Rapides Parish),

<u>Members Absent</u>: Randa Connor (Winn Parish), Shirley Washington (Catahoula Parish), Sandy Guynn (Vernon Parish)

<u>Guests</u>: Michael DeCaire, Ph.D. (Executive Director), Karin Shrader (CFO); Crystal Hurt (HR Specialist), RoseMary Futrell (Administrative Assistant/Board Liaison), Vic Dennis and Clarissa Martin

DISCUSSION / ACTION
Dr. Charles Ugowke called to order the meeting at 5:30 pm.
8 of 11 board members personally present.
Priscilla Jeansonne led the prayer and the Pledge of Allegiance was led by
Dayna Davis.
Dayna Davis read the December Agenda aloud to the board and guests. Dayna
Davis/Darrell Rodriguez moved/seconded to accept December 2017 agenda.
Motion Carried.
Kathy Scarborough/Dr. Moore moved/seconded approval of November 2017
minutes. Approved with no changes and motion carried.
Dr. DeCaire read his monthly Executive Director report to the board and public
and fielded questions. He announced our website was now available for the
public to view on the web at CLHSD.org.
Karin Shrader reviewed the October 2017 financial report with the Board and
fielded questions. Kathy Scarborough/Anthony Jackson moved/seconded to
accept the October 2017 financial report. Motion Carried.

Policy Reviews	
Executive Limitation: II. G. Asset Protection	Dr. DeCaire presented and read the Executive Limitations report and allowed discussion. Dr. Ugokwe reviewed forms for any discussions.
	Darrell Rodriguez/Brenda Moore moved/seconded that the Executive Director is in compliance with this policy. Motion Carried.
BOARD BUSINESS ED Evaluation 2018	Dr. Charles Ugokwe reviewed the timeline for the Executive Director Evaluation. The timeline is as follows:
	 December: Dr. DeCaire presents his Strategic Priorities (Means). *Board member comments are solicited. Evaluation Committee is named. January: Board member comments are due at meeting. February: Evaluation Committee will meet to review Ex. Director's performance, following the Performance Evaluation procedure. March: Evaluation Committee brings their recommendations to the board for Executive Session and Vote during the regular board meeting, following the Retreat. ED Performance Evaluation Committee named: Dr. Ugokwe named the committee for the yearly review of the Executive Director: Dr. Ugokwe, Priscilla Jeansonne, Dr. Brenda Moore, Dr. Pilat , and Anthony Jackson. Comments Solicited on ED's Performance: Dr. Ugokwe asked the board members to take home the Comments Solicited handout, fill out and turn in at January's meeting.
Strategic Priorities/Means	Strategic Priorities / Status Update on CLHSD: Dr. DeCaire updated the Board on the District. Dr. DeCaire reviewed the Strategic Plan and fielded questions from the board. He notified the board of his plans to make the community more aware of the district. The board was in agreement that this was an excellent idea and was receptive to his ideas.
Board Development/Training Topic	Board Development/Training topic: <i>Mid-Fiscal year update Presentation</i> . Karin Shrader. Karin Shrader gave a verbal report and fielded questions.
2018 Calendar of Board Meetings	2018 Calendar for board meetings: An updated yearly calendar of the 2018 meetings was handed out to board members to take home and place in their orientation binders. Shirley Washington and Sandy Guynn were absent.
Resignation/ Board Member	According to policy, procedure and By Laws. Board voted to accept resignation of Randa Connor due to her absence from three (3) scheduled board meetings. Motion by Kathy Scarborough and seconded by Priscilla Jeansonne to accept the resignation of Randa Connor, Winn Parish. Motion carried.

• II. D. Financial Planning and Budgeting- Dr. DeCaire
Funding Sources
Comments Collected on ED's Performance
Vic Dennis- invited the Board members and public to the next Advisory
Council Meeting on, Wednesday, December 20, 2017 at 11:30 am in the CLSH Education Building
Next Meeting: Thursday, January 11, 2018 at 5:30 p.m.
Refreshments for January will be provided by Shirley Washington.
Dayna Davis/Anthony Jackson moved/seconded adjournment at 6:45 p.m.; approved and motion carried.