



Central Louisiana
Human Services District
Serving the Heart of Louisiana

Central La Human Services District – Board Meeting Minutes
Office of Public Health Conference Room, Alexandria, La
Wednesday, May 10, 2017

Members Present: Dr. Brenda Moore (Concordia); Kathy Scarborough (Grant); Anthony Jackson (LaSalle Parish); Lavasso Monk (Rapides); Bob Westmoreland (Vernon Parish); Dr. Charles Ugokwe (At-Large/Rapides Parish); Dayna Davis (At-Large/Rapides Parish).

Members Absent: Priscilla Jeansonne (Avoyelles Parish); Sondra Redmon (Catahoula Parish); Dr. Renata Pilatova (At-Large/Rapides); Randa Connor (Winn Parish).

Guests: Michael DeCaire, Ph.D. (Executive Director), Karin Shrader (CFO); Crystal Hurt (HR Specialist), RoseMary Futrell (Administrative Assistant/Board Liaison), John McDaniel, Darrell Rodriguez, Vic Dennis, Clarise Martin, Chauncey Hardy (Prevention).

| AGENDA ITEM | DISCUSSION / ACTION |
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| I. Call to Order/Quorum | Bob Westmoreland called to order the meeting at 5:30 pm. 7 of 11 board members personally present. |
| Opening Prayer and Pledge of Allegiance | Lavasso Monk led the prayer and Chauncey Hardy led the Pledge of Allegiance. |
| II. Read and Approve May 2017 Meeting Agenda / Solicit Public Comment Requests | Lavasso Monk/Dr. Brenda Moore moved/seconded to accept May 2017 agenda. |
| III. Consent Agenda April 2017 Board Meeting minutes | Dr. Charles Ugokwe/Dayna Davis moved/seconded approval of April 2017 agenda. Approved with no changes and motion carried. |
| IV. District Reports A. ED Monthly Report B. Financial Report | Dr. DeCaire read his monthly Executive Director report to the board and public and fielded questions. Karin Shrader reviewed the March 31, 2017 financial report with the Board and fielded questions. Dayna Davis/Lavasso Monk moved/seconded to accept the March 31, 2017 financial report. |
| V. Policy Reviews A. Executive Limits 1. II. F Emergency ED Succession | Dr. Brenda Moore presented and read the Executive Limits report (found in Section 3, Page 9 of black binders) and allowed discussion. Bob Westmoreland asked the board members to fill out the Evaluation form for this policy and pass forward. Dr. Charles Ugokwe/Lavasso Monk moved/seconded that the Executive Director is in compliance with this policy; approved and motion carried. |

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| <p>VI. Board Business</p> <p>A. Introduction and Accept New Board Members</p> <p>B. Temporary Appointment - Office of Secretary</p> <p>C. Board Member Self-Assessment form</p> <p>D. Verify Financial Disclosures- Tier 2.1</p> <p>E. Verify Board Ethics Training</p> | <p>Bob Westmoreland made a motion to amend the agenda to vote in new members Anthony Jackson, LaSalle Parish and Kathy Scarborough, Grant Parish, to the board. Dr. Charles Ugokwe/Dr. Brenda Moore moved/seconded to accept the motion. Approved and motion carried.</p> <p>Bob Westmoreland made a motion for temporary appointment of Dayna Davis to the office of Secretary, which was vacated by Ron Carr, who completed his term last month. Kathy Scarborough/Anthony Jackson moved/seconded to accept.</p> <p>Self-Assessment procedure and policy handouts completed and passed to Bob Westmoreland. Results will be compiled discussed at the next board meeting, June 8, 2017.</p> <p>Personal Financial Disclosures Statements (covering calendar year 2016) are due Monday, May 15th. Board members that have filed their Tier 2.1, will sign the signature page verifying they have filed at the June meeting.</p> <p>Board members are required to complete one hour of ethics training. Certificates were collected from the board members that had completed the training. Reminded all that had not completed the training to do so.</p> |
| <p><i>Questions/Comments as Solicited</i></p> | <ul style="list-style-type: none"> • Vic Dennis, RSEA Alexandria representative –introduced John McDaniel • John McDaniel, Chair CLHSD Advisory Council • Darrell Rodriguez – introduced as replacement for Lavasso Monk |
| <p><i>NEXT MONTH</i></p> | <p>No Policies to review in June.</p> <p>Convene Nominating Committee in June for the election of new officers in July.</p> <p>Bring White Orientation binders to the June meeting for updating.</p> |
| <p><i>Announcements</i></p> | <p>Next Meeting: Thursday, June 8, 2017.</p> |
| <p><i>Adjournment</i></p> | <p>Anthony Jackson/Dayna Davis moved/seconded adjournment at 6:50 p.m.; approved and motion carried.</p> |