**Northwest Louisiana Human Service District (NLHSD)**

Meeting Minutes for

**Monday, May 18, 2015 @ 5:30 p.m.**

1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA 71107

**Call to order** Fowler called the meeting to order at 5:30 PM

**Invocation** Given by Njeri Camara.

**Pledge of Allegiance** The pledge was recited by all.

**Welcome** Fowler welcomed all present.

**Roll Call Quorum Present**

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| Bienville-Randy McKinney Present | Bossier-Jeanette Edmiston Present | Caddo-Njeri Camara Present | Claiborne-Christon Cupp Present |
| DeSoto-Fred Jones  Excused Absence | Natchitoches-Sandy Wiggins  Excused Absence | Red River-Wanda Brock  Excused absence | Sabine-Marcelle Slaughter  Excused Absence |
| Webster-Ora Rice  Present | Gov.-Deanna Fowler  Present | Gov.-Barbara Marshall  Present | Gov.-Chris Nolen  Excused Absence |
| Staff ED-D. Efferson Present | Stacey Pierce, HSD | Wendy Goad – HSD | Sereniti Garner - HSD |
| Guests- | Duane Ebarb LACAN  Kayla, DSW for Ebarb | Linda Reed, LACG |  |

**Approval of Agenda** – Moved by McKinney, 2nd by Edmiston to amend the agenda to add the update of the subcommittee ends report to the agenda under Board Business as item “c.” Motion carried.

**Approval of the Minutes of:**

**April 20, 2015, Board Retreat Meeting** – Moved by Edmiston, 2nd by McKinney for approval.

Motion carried

**April 20, 2015, Board Meeting** – Moved by Edmiston, 2nd by McKinney for approval. Motion carried

**May 7, 2015 Nominating Committee –** Moved by McKinney, 2nd by Edmiston to postpone approval.

Motion carried.

**May 18, 2015 Subcommittee on Review of Additional Stakeholders Surveys and ENDS**

**Statements –** Moved by Camara, 2nd by Rice to postpone approval. Motion carried.

**Guest and Public Comments** None

**Presentation on School-Based Programs and Services by District Staff** – Sereniti Garner, NLHSD Prevention Coordinator, presented information on the FY14-15 school-based programs by parish. Wendy Goad, NLHSD Regional Manager BH Services, presented information on clinical community-based services.

**Agenda Items for Discussion/Action:**

**New Business**

**1.    Executive Limitations** **– Official Executive Director Report on File with the Secretary and**

**available for public inspection.** Moved by McKinney, 2nd by Edmiston to accept the ED report as being in compliance. Motion carried.

**a. Communication and Support to the Board Page 14** The ED emphasized that no high-risk issues were identified by the Legislative Auditors in completing an on-site review of the District.

**b. Financial Condition & Activities Page 7** The ED stated the District is on target with the current budget, including the state budget reductions

**c. Emergency ED Succession Page 12** Updated copy of Emergency Succession Plan presented.

**d. State Update on NLHSD Strategic Plan Selected Initiatives**

**2. Governance Process**

**a. Chairperson’s Role Page 18** Moved by Camara, 2nd by Marshall to accept without changes. Motion carried.

**b. Board Member’s Code of Conduct Page 19**  Moved by Edmiston, 2nd by McKinney to accept without changes. Motion carried.

**c. Board Member Self Evaluation Distribution** After discussion, Moved by McKinney, 2nd by Marshall to modify the evaluation form during the next review to include monitoring monthly. Motion carried.

**d. Board Monitoring Summary Report April 2015** Moved by Camara, 2nd by Edmiston to accept the April 2015 monitoring report. Motion carried.

**3. Board Business**

**a.** Present Slate of Officers – Marshall verbally presented the slate of officers from the Nominating Committee: Chair – Dee Fowler; Vice-Chair – Njeri Camara; Secretary – Chris Nolen; Treasurer – Ora Rice. With the understanding the vote will take place at the June 2015 meeting, nominations can come fro the floor. Moved by McKinney, 2nd by Rice to adopt the report of the Nominating Committee. Motion carried.

1. Annual Financial Disclosure Statement – Board members turned in verification of completion of the Ethics Training and submittal of the Tier 2.1 Financial Disclosure Statement.
2. Subcommittee on Ends Statement - Fowler reported the committee met from 3:00 - 5:00 pm prior to the regular board meeting to review additional stakeholder surveys from: Cane River Children’s Home, Metropolitan Circles of Natchitoches, and Natchitoches Parish Council on Aging. Brief discussion on proposed modification to ENDS Statement, minutes of the subcommittee meeting to be presented at next meeting.

**4. Old Business**

1. **May Board Compliance Monitoring Tool Completion** Tool was completed by each board member and submitted to Chairman Fowler for analysis.

**Announcements/Acknowledgements** - McKinney offered he was not aware about the subcommittee meeting to considered additional stakeholder input. He reviewed letters and concerns presented from the Bienville Parish Coroner, Vickie Pickett the Mayor of Castor, and Donna Wiggins the Mayor of the Town of Ringgold.

**Next Proposed Meeting Date: Monday, June 15, 2015 @ 5:30 p.m.**

ED Efferson announced to the board that all Travel Reimbursements must be submitted by the June 15 meeting.

The next board training on the Carver Model to be held September 11-12, 2015 in Atlanta, GA

**Adjournment** Moved to McKinney, 2nd by Edmiston to adjourn. Motion carried. The meeting adjourned at 7:40 PM