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

Meeting Minutes for

**Monday, February 16, 2015 @ 5:30 p.m.**

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

**Call to order:** Fowler called the meeting to order at 5:45.

**Invocation:** Marcelle Slaughter gave the invocation.

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

**Welcome:** Fowler welcomed Christon Cupp, Jill Waltemate, Stacy Pierce, and Yolanda Lang.

**Roll Call Quorum Present**

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| Bienville-Randy McKinney Present | Bossier-Jeanette Edmiston Absent | Caddo-Njeri Camara Absent | Claiborne- Christon Cupp Unofficial representative  |
| DeSoto-Fred JonesPresent | Natchitoches-Sandy Wiggins Present | Red River-Wanda BrockExcused | Sabine-Marcelle SlaughterPresent |
| Webster-Ora RicePresent | Gov.-Deanna FowlerPresent | Gov.-Barbara MarshallPresent | Gov.-Chris NolenPresent |
| Staff ED-D. Efferson Present |  |  |  |
| Guests- Jill Waltemate |  |  |  |
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**Approval of Agenda:** McKinney moved to amend the agenda to add item 4d Discussion of a Board Retreat. Marshall seconded the motion. The motion carried.

Slaughter moved to amend the agenda to add item 3c Consideration of a board Resolution for Courtney Phillips. Rice seconded the motion and the motion carried.

Wiggins moved to approve the agenda as amended. Marshall seconded the motion. The motion carried.

**Approval of the January 20, 2015 Minutes:** McKinney moved to approve the minutes of the January 20, 2015 meeting. Rice seconded the motion. The motion carried.

**Guest and Public Comments:** Guests were introduced but there were no comments.

**Agenda Items for Discussion/Action**

**New Business**

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

 **available for public inspection.**

McKinney moved to accept the Executive Director’s Report as in compliance.Slaughter seconded the motion. The motion carried

**a. Communication and Support to the Board Page 14**

**b. Financial Condition & Activities Page 7**

ED Efferson added that there is still a question as to whether the State will cover the current deficit on self generated funds as it has in the past.

**c. Treatment of Providers Page 5**

2. **Governance Process**

1. **Accountability to Owners Page 17**

The Board read the policy. Rice moved to accept the policy as in compliance. McKinney seconded the motion. The motion carried.

1. **Board Monitoring Summary Report of January 2015:** Fowler distributed copies of the Summary Report.

3**. Board Business**

1. **Bienville Parish Prevention Program by Jill Waltemate, District Coalition Coordinator**

Ms. Waltemate distributed handouts regarding the prevention program which focuses on Underage drinking and prescription drug use. Bienville Parish was selected for this initiative and a Community Coalition is being established. Thus far there are five Coalition members. Board member Randy McKinney was the first member. Ms. Waltemate stated that more information regarding this initiative could be found at <http://www.gov.state.la.us/lasocialindicators>.

1. **Solicit comments on ED Performance (each board member will be given copies of the ED evaluation [Page 28-33] and copies of their monthly monitoring tool to assist in developing their comments):** Fowler distributed individual board member monthly monitoring tool and the ED evaluation forms. She asked that each board member review the documents prior to the next meeting.
2. **Consideration of a board Resolution for Courtney Phillips**: McKinney moved to accept the Resolution. Slaughter seconded the motion. The motion carried.

**4. Old Business**

1. **Committe**e **Report for developing format and questions to Stakeholders.** The report was distributed to the members. Fowler volunteered to break the survey into 3 individual survey forms-one for each of the stakeholder groups to facilitate the distribution. She will bring the forms to the next meeting.
2. **Orientation of New Board Members/Mentors Continued:** Fowler announced that three of the new members have completed two of the Orientation Meetings. The following members were assigned as mentors for those new members: Marshall for Cupp, Fowler for Wiggins, Nolen for Edmiston, and Rice for McKinney.
3. **February Board Compliance Monitoring Tool Completion:** Fowler distributed the monitoring tool and asked the members to complete and return them to her at the end of the meeting.
4. **Discussion of Board Retreat:** Wiggins moved that the retreat be held in April. McKinney seconded the motion. The motion carried.

**Announcements/Acknowledgements:** McKinney thanked the Board for the condolence card upon the passing of his mother. Fowler thanked the Stakeholder Committee for their hard work.

**Next Proposed Meeting Date: Monday, March 16, 2015 at 5:30.**

**Adjournment:** With a motion by Jones and a second by McKinney the meeting was adjourned at 7:20pm.