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

Meeting Minutes for

**Tuesday, January 19, 2016 @ 5:30 p.m.**

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

**Call to order** President Fowler called the meeting to order at 5:43 P. M.

**Invocation** Member Rice gave the invocation

**Pledge of Allegiance** The pledge was led by Fowler and recited by those in attendance.

**Welcome** President 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 Excused |
| DeSoto-Fred Jones Excused | Natchitoches-Sandy Wiggins  Excused | Red River-Wanda Brock  Present | Sabine-Marcelle Slaughter  Absent |
| Webster-Ora Rice  Present | Gov.Appt.-Deanna Fowler  Present | Gov.Appt.-Barbara Johnson Simpson  Present | Gov.Appt.-Chris Nolen  Present |
| Staff ED-D. Efferson Present |  |  |  |
| Guests- Duane Ebarb |  |  |  |

**Approval of Agenda** Member McKinney moved to approve the agenda a presented. The motion carried.

**Approval of the Minutes for December 14, 2015.** McKinney moved approve the minutes of the December 14, 2015 meeting. The motion carried.

**Guest and Public Comments** Duane Ebarb reported that a Legislative Round Table would be held on January 27th at the Bossier City Instructional Center from 9:00 am -11:30 am. LACAN will be asking for waiver slots, full funding for LRS among other requests. Six legislators have responded they are attending. Families Helping Families is looking for LATEACH personnel.

**Agenda Items for Discussion/Action**

**New Business**

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

**available for public inspection.** A motion to approve the report as being in compliance was made by member Edmiston. The motion carried.

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

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

**c*.* Financial Planning/Budgeting Page 5**

2. **Governance Process**

1. **Board Monitoring Summary Report of November 2015 and December 2015** Brock moved to accept the November monitoring tool. The motion carried. Camara moved to accept the December monitoring tool. The motion carried.

3**. Board Business**

1. **Appoint Committee for developing format and questions to Stakeholders.** President Fowler appointed members Camara, Simpson, Rice to a committee to look at questions from last year and determine whether any changes need to be made. She will chair the meeting. They will meet at 3:30 p.m. on February 15, 2016 in the small conference room at 1320 N. Hearne Avenue Behavioral Health Clinic.
2. **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)** President Fowler requested board input on the Executive Director’s performance. She will email members a copy of the form for completion. The completed form should be brought to the February meeting to be discussed in a closed session. She suggested members consider the progress the agency has made in the past year.

**4. Old Business**

1. **January Board Compliance Monitoring Tool Completion.** President Fowler distributed the monitoring tool. Members completed the tool and submitted it to Fowler for analysis.

**Announcements/Acknowledgements:** None

**Next Proposed Meeting Date: Monday, February 15, 2016.**

**Adjournment:** The meeting was adjourned at 7:00 P. M. on a motion by Brock.