**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, August 19, 2019**

District Office Large Conference Room, 1310 North Hearne Avenue, Shreveport LA 71107

Called to Order: By George Sewell at 5:25pm

Invocation: By Fletcher Carter

Pledge of Allegiance: Led by Reece Middleton

Welcome/Special Guest/Introductions: None.

Roll Call: George Sewell, Kristi Copeland, Fletcher Carter, Gary Conlay, Matthew Linn and Reece Middleton were present. Wanda Brock was excused and listened in by phone. Njeri Camara, Ora Rice and Marcelle Slaughter were absent. Bienville and Governor Appointee #2 have no board representative at this time. A quorum of 6 out of 10 present board members was confirmed by Matthew Linn, Board Secretary. Doug Efferson, Executive Director, was present. Njeri Camara arrived at 5:36pm. Ora Rice arrived at 5:53pm. Marcelle Slaughter arrived at 6:11pm.

Approval of Agenda: Moved by Njeri Camara, Seconded by Reece Middleton, unanimously approved without any changes.

Approval of the Minutes for July 15, 2019: Moved by Njeri Camara, seconded by Reece Middleton, unanimously approved with the change of Marcelle Slaughter being present at the meeting.

Guest and Public Comments: Rhonda Watts from LACG arrived at 5:55pm and thanked the district for all of the help and support given to LACG.

Executive Limitations: Doug Efferson gave a summary of his written report on the Financial Conditions & Activities, Communication and Support to the Board, ENDs Focus of Grants and Contracts and Strategic Plan Indicators Update. The board requested the ED provide the FYE board financial report by email as soon as it was available. The board also asked for information on the current medication protocols with regard to detox at CADA. Njeri Camara moved to accept the report, seconded by Ora Rice, and unanimously approved without any policy changes.

Governance Process: George Sewell led a review of Delegation to the Executive Director. Njeri Camara moved to accept the policy without change, Gary Conlay seconded, unanimously approved without any changes.

Board Business: George Sewell invited all board members to consider attending the HSIC Annual Board member meeting in Baton Rouge on Thursday, October 17th from 10am to 2pm. Reece Middleton agreed to go and represent the board. All others were asked to check their schedule and let the ED know if they want to attend. After a brief discussion regarding Skype or on-site consultation with Brown Dog Consulting for policy review on October 21, 2017 from 4:30pm to 7:30pm, Reece Middleton made a motion to have them come on-site, seconded by Njeri Camara and unanimously approved. After a brief discussion regarding the need to amend the October 16, 2017 minutes to include attendance waiver language for Wanda Brock, Njeri Camara motioned to so amend the minutes, seconded by Marcelle Slaughter, approved by all present except Matthew Linn who abstained from voting. The July Board Monitoring Summary Report was reviewed and accepted. The August Board Compliance Monitoring Tool was completed by all present board members. The next meeting date was agreed to be on Monday, September 16th, at 5:30pm.

Announcements/Acknowledgements: Doug Efferson announced Secretary Gee will be visiting our district office August 30th and that the details of the visit will be sent to the board by email when finalized.

Adjournment: Fletcher moved to adjourn the meeting at 6:38pm, seconded by Njeri Camara, and unanimously approved.

Minutes Prepared by Matthew Linn, Board Secretary