

Northwest Louisiana Human Service District (NLHSD) – Region 7
Monday, January 23, 2012
5:30 p.m.
1525 Fairfield Avenue; 5th Floor Conference Room – Shreveport, LA

The regular monthly meeting of the Board of Directors of the NLHSD was held on Monday, January 23, 2012 at 5:30 pm. The meeting was called to order by Marcelle Slaughter at 5:50 p.m.. In attendance: Fred Jones, Marcelle Slaughter, Jerri Lee, Margaret Lowery, Dee Fowler, Roland Pippin, Chris Nolen, and Njeri Camara. Absent: David Melville. DHH Staff present: Russell Semon and Wendy Goad.

As to board composition, with the addition of Dee Fowler (governor appointee) there remains one Governor Appointee and the Red River Parish seats vacant. Russell reported that Red River Police Jury President, Ben Taylor, reported he will provide a name to represent Red River by February 9. Board members agreed to check back within their respective parishes for recommendations.

After review, moved by Chris Nolen, seconded by Fred Jones for adoption of the Minutes of December 12, 2012, with the correction that board member Jerri Lee was not present.

Discussion focus on definitive site location for the Community Forum. Njeri Camara reported that Vince Marsala at LSUS had already indicated his interest and willingness to host the forum; however a cost is associated with facility usage. In an attempt to secure space at no cost, David Melville called and reported that he had not yet confirmed use of First United Methodist downtown; Roland Pippin reported that St. Mark's Cathedral was not available. Fred Jones agreed to check with Louisiana Technical College on North Market; Margaret Lowery agreed to check on Bossier Parish Community College and both would report back to Njeri Camara by Friday, January 27, as to the available dates.

Depending on facility availability, forum date will be February 27-29 or March 1. Once Njeri gets word back from Fred and Margaret, the information will be emailed to the board for accepting the location. DHH staff will contact the Communications Bureau so they can begin producing PSAs to notify the community about the forum meeting date, place and time.

With respect to the Readiness Assessment, Russell Semon will re-forward the last reviewed/updated copies of the District Bylaws and Governance Manual. The board will then thoroughly review both documents. The board has set the **next meeting of the Board as Monday, February 6, 2012 @ 5:30 p.m.** same meeting place; board agenda will include: Review and Adoption of Bylaws, Governance Manual and then Election of Officers.

The board contact list will be updated to add Dee Fowler. Russell will forward all resumes of board members to Njeri Camara as the interim official keeper of board records.

As to discussion on required Ethics Training for the Board, Russell indicated that will not occur until sometime in May or June. All board members who had not already done so, signed the Conflict of Interest Disclosure Form and turned in to the Interim Secretary. All board members should receive a State Ethics Board policy manual along with the Commission Certificate from the Governor. All board members should educate themselves by review of the manual.

The board proceeded to review the questions that the board needs to be familiar with and able to respond to during the Initial Readiness Assessment.

No other business to be conducted the meeting adjourned at 7:01 p.m.

Respectfully submitted, *Njeri Camara*, Interim Secretary