**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Tuesday, January 18, 2022**

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

**Note: Those who had Covid-19 concerns preventing them from attending in person were allowed**

**to participate by Zoom Conference Call without loss of voting privileges.**

Called to Order: By Matthew Linn at 5:30pm

Invocation and Pledge of Allegiance: Led by Matthew Linn

Roll Call: George Sewell, David Hoey, Kristie Copeland, Tray Murray and Matthew Linn were present. Gary Conlay and Mary Brocato were Excused. Carolyn Carter was absent. Bienville, DeSoto, Governor Appointee #2 and Governor Appointee #3 have no board representative at this time. A quorum of 5 out of 8 board members confirmed by Kristie Copeland, Board Secretary. Doug Efferson, Executive Director was present.

Welcome/Special Guest/Introductions: None.

Approval of Agenda: Moved by George Swell to accept the agenda as presented, seconded by Kristie Copeland, and unanimously approved.

Approval of the Minutes for December 20, 2021: Moved by George Swell to accept the minutes as presented, seconded by Kristie Copeland, and unanimously approved.

Guest and Public Comments: None.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, and Treatment of Customers. Of note was the 95% customer satisfaction despite Covid-19. A short discussion was held regarding the January 6th Crisis Response Committee conference call attended by Doug Efferson and Matthew Linn. Also noted was the delay in the annual HSIC meeting due to the Omicron surge. George Sewell moved to accept the report, seconded by Kristie Copeland, and unanimously approved without any policy changes.

Board Business: Matthew Linn led a review of the Monitor Executive Director Performance policy. George Sewell moved to accept the policy, seconded by Kristie Copeland, and unanimously approved without any policy change. Matthew Linn then reviewed the ED Evaluation Process – Appendix G.1 and requested all Comment forms be submitted to him by email or in person at the next Board meeting. Doug Efferson presented a draft Stakeholder Survey Form for 2022 and, after a brief Board discussion, it was approved for use if no concerns or revisions were submitted by Friday, January 21st. Doug Efferson stated he would send out the final draft to all northwest Louisiana state representatives and senators, to all nine parish governments, and to district stakeholders. Board members were asked to solicit survey responses from the parish government they represent and their unique stakeholder list. All survey responses are due by March 18th so that the results can be summarized for the March board meeting. The December Board Compliance Monitoring Summary Report was reviewed and accepted. The January Board Compliance Monitoring Tool was completed and given to Doug Efferson for summary. The next meeting date was agreed to be on Monday, February 21, 2022 at 5:30pm, in-person or by Zoom for those with Covid-19 concerns.

Announcements/Acknowledgements: None.

Adjournment: George Sewell moved to adjourn the meeting at 6:23pm, seconded by Kristie Copeland, and unanimously approved.

Minutes Prepared by Kristie Copeland, Board Secretary