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

Meeting Minutes for

**Monday, September 21, 2015 @ 5:30 p.m.**

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

**Called to order:** Meeting was called to order at 5:45

**Invocation:** Board Vice Chair Camara offered the invocation.

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

**Welcome/Special Guest/Introductions:** Chair Fowler welcomed Duane Ebarb of LACAN and Janet Miller of CADA.

**Roll Call: Quorum Present**

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| Bienville-Randy McKinney  Present | Bossier-Jeanette Edmiston  Present | Caddo-Njeri Camara  Present | Claiborne-Christon Cupp  Present |
| DeSoto-Fred Jones  Excused | Natchitoches-Sandy Wiggins  Excused | Red River-Wanda Brock  Present | Sabine-Marcelle Slaughter  Present |
| Webster-Ora Rice  Present | Gov.-Deanna Fowler  Present | Gov.-Barbara Marshall  Present | Gov.-Chris Nolen  Excused |
| Staff ED-D. Efferson  Present |  |  |  |
| Guests-Duane Ebarb  Present | Janet Miller  Present |  |  |

**Approval of Agenda:** McKinney moved to approve the agenda. Motion was carried.

**Approval of the Minutes for August 17, 2015:** Edmiston moved to adopt the minutes of August 17, 2015 as printed. Motion was carried.

**Guest and Public Comments:** Mr. Duane Ebarb representing LACAN reported that had Kickoff last week of 2016 of Legislative Session. There will be two bills related to Developmental Disabilities (DD) and one related to Education. Brief discussion ensued about the Regional Advisory Councils for DD and Behavioral Health (BH). Ms. Janet Miller representing CADA shared that a new web design has been initiated. They are investigating the possibility of obtaining licensing of their help line. This helpline serves as this district’s suicide help line and for the addictive disorder help line. CASA has also opened a Chat & Text Line. They have also developed a Chip Clip promo with the help line and CORE numbers on the clips.

**Agenda Items for Discussion/Action:**

**New Business**

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

**available for public inspection.)**

McKinney moved to accept the ED report as being in compliance. The motion was adopted.

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

Ms. Kathy Kleibert is retiring. She came by NLHSD and met with the leadership. She is visiting

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

Discussion of Legislative Audit and comments due to limits in annual budget because of the current expectations of self-generated fund. Encouraged continuing to work with Office of Behavioral Health to resolve this issue.

**2. Governance Process**

**a. Global Gov. Commitment Page 15**

Camara moved no changes in this policy at this time. Motion carried.

**b. Governance Style Page 15**

McKinney moved no changes in this policy at this time. Motion carried.

**c.** **Board Job Description Page 16**

Edmiston moved no changes in this policy at this time. Motion carried.

**b. Board Monitoring Summary Report August 2015**

Brock moved to accept the report. The motion was adopted.

**3. Board Business**

**a. Travel forms due/require signatures on Annual Authorization Forms**

Annual Authorization Form signed by those present. ED will contact those absent.

Travel forms were submitted.

**Old Business**

**1. September Board Compliance Monitoring Tool Completion**

Chair Fowler distributed the monitoring tool and the board members completed and returned them for analysis.

**Announcements/Acknowledgements:** Ms. Janet Miller announced to members the upcoming CADA Gala on October 8, 2015 with this year’s speaker being Mackenzie Phillips.

Treasurer Rice related that she enjoyed the Carver Training in Atlanta, GA and learned a lot.

**Next Proposed Meeting Date: Monday, October 19, 2015 @ 5:30**

**Adjournment:** Brock moved to adjourn the meeting. Her motion was adopted. The meeting adjourned at 7:15 P.M.