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

Meeting Minutes for

**Monday, August 15, 2016 @ 5:30 p.m.**

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

Chairman Nolen called the meeting to order at 5:35 p.m.

Member McKinney offered the Invocation

The Pledge of Allegiance was recited by all those present.

Chairman Nolen welcomed members, ED, and Guest**.**

Roll Call was taken. With eight members present, the Board had a quorum.

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| Bienville-Randy McKinney **P** | Bossier-**Vacant** | Caddo-Njeri Camara  **P** | Claiborne-Christon Cupp **P** |
| DeSoto-**Vacant** | Natchitoches-Sandy Wiggins **EX** | Red River-Wanda Brock  **P** | Sabine-Marcelle Slaughter **P** |
| Webster-Ora Rice **P** | Gov.-Deanna Fowler **P** | Gov.-B. Marshall **A** | Gov.-Chris Nolen **P** |
| Staff ED-D. Efferson **P** |  |  |  |
|  |  |  |  |
| Guest Dewayne Ebarb |  |  |  |

**Approval of Agenda—**Brock made a motion with a second by Camara to accept the agenda without any modifications. Motion was carried.

**Approval of the Minutes of July 20, 2015—**Camara moved to accept the minutes as submitted with second by McKinney. Motion was carried.

**Guest and Public Comments—**None at this time.

**Agenda Items for Discussion/Action:**

**New Business**

**1.      Executive Limitations—**Motion was made by Fowler to accept the ED’s Report as submitted with a second by McKinney. Motion was carried. ED’s Report is on file as presented and found to be in compliance with Board expectations.

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

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

**c. Treatment of Consumers Page 4**

**d. ENDS Focus of Grants or Contracts Page 14**

**2. Governance Process**

**a. Agenda Planning Page 17**

Past Chairman Fowler and ED made recommendations to shift some agenda items to decrease number of items on the agenda to make it more equitable or more in compliance when reports are required by state offices. Changes recommended are as follows:

1.) *Board Member Self Evals. Distributed* Monthly

2.) Monitoring Exec. Dir. Performance January

3.) *Status Update on NLHSD Strategic*  January *Plan Selected Initiatives*

4.) *Status Update on NLHSD Strategic* June

*Plan Selected Initiatives*

5.) Financial Planning/Budget November

Camara moved to accept the above changes in the Suggested Agenda items to the months designated above with a second by Rice. The motion carried.

**b. Cost of Governance Page 24**

Fowler moved to continue this policy as written in the manual. This was seconded by McKinney. Motion carried.

**c. ENDS Statements Page 3**

Motion by Brock with second by McKinney to accept statements as currently printed in the manual. Motion carried

**d. Board Monitoring Summary Report June and July 2016.**

Brock moved to accept the Summary Reports for June and July 2016 as presented. This was seconded by McKinney.

**3. Board Business**

a.Discussion whether to clarify and/or modify current ED evaluation form and process.

Discussion about whether to clarify and/or modify current ED evaluative process and form elicited the need for no changes at this time.

b. Membership solicitation of parish governing bodies given recent vacancies and pending vacancy.

Discussion of vacancies on the Board ended with motion from McKinney and a second from Camara to send letters to Bossier and DeSoto parish governing bodies of the need for a new representative from their parishes with state statute requirements for eligibility.

Discussion for future vacancy in October began for Bienville Parish. Similar letter will be posed at that time.

**4. Old Business**

1. **August 2016 Board Compliance Monitoring Tool Completion—**Board members were given the monitoring tool to evaluate the ED’s and the Board’s performance this meeting. Summary Report will be submitted at the next meeting.

**Announcements/Acknowledgements—**None at this time.

**Next Proposed Meeting Date: Monday, September 19, 2016 @ 5:30 p.m.**

McKinney moved for adjournment with a second from Brock. Motion carried.

Respectfully Submitted,

Deanna L. Fowler

Deanna L. Fowler APPROVED: 9/19/2016

Secretary