**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**November 18, 2024**

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

Called to Order: Called to Order by Crystal Rabo at 5:30pm.

Invocation and Pledge of Allegiance: Invocation and Pledge led by Doug Efferson.

Roll Call: Crystal Rabo, Michelle Douglas Hartley, Yolanda Clark, Karisma Jones, and Trudie Abner were present. Sara Ebarb, D. McCoy and Kristie Copeland were excused. David Hoey was absent. Claiborne, Natchitoches, and Governor Appointee #1 have no board representative at this time. A quorum of 5 out of 9 board members confirmed by Karisma Jones. Doug Efferson, Executive Director was present.

Approval of Agenda: Moved by Trudie Abner to add “D. McCoy Extended Absence” to the Agenda, seconded by Yolanda Clark, and unanimously approved. Moved by Trudie Abner to approve the agenda as amended, seconded by Yolanda Clark, and unanimously approved.

Approval of the Minutes for October 21, 2024: Moved by Karisma Jones to accept the minutes as presented, seconded by Michelle Douglas Hartley, and unanimously approved.

Guest and Public Comments: Jarrett Fobbs, Shreveport Behavioral Health Clinic Quality Improvement Analyst, was welcomed as the guest speaker after the Board was informed that Wendy McDowell was not able to make the presentation due to illness.

Guest Speaker: Jarrett Fobbs gave an in-depth presentation on the District’s Annual Behavioral Health Services Report. He highlighted performance and quality metrics achieved and the challenges created by staffing vacancies. After answering questions from Board members, the Annual Report was accepted as presented and he was thanked for making the presentation on Wendy McDowell’s behalf.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, and Financial Planning and Budgeting. Of note was the report that IT was back to normal operations with regard to the September ransomware attack and that changes made to harden our IT domain should prevent a repeat occurrence. Doug Efferson informed the Board that a MOU was signed between the Shreveport Police Department and the Council on Alcoholism and Drug Abuse regarding interagency cooperation in support of crisis response services with the hope that this partnership between law enforcement and crisis services could be replicated throughout our service area. After a brief discussion as to how the District could support this effort, the Board voiced support for our District to facilitate the expansion of CIT training to all law enforcement in our service area through the establishment of a Regional CIT Training Program using the Northwest Louisiana Crisis Coalition members as the basis of the program. The Board reviewed the District’s FY 25-26 continuation budget that was submitted to LDH and supported the reduction of budgeted Self-Generated Revenues from 1.2 million to 1.0 million dollars. Trudie Abner moved to except the Executive Director Report as presented, seconded by Yolanda Clark, and unanimously approved.

Board Business: Crystal Rabo led a review of the Board Job Description policy. After a brief discussion, Trudie Abner moved to accept the policies without any changes, seconded by Michelle Douglas Hartley, and unanimously approved. The October Board Compliance Monitoring Summary Report was reviewed and accepted. The November Board Compliance Monitoring Tool was completed and given to Doug Efferson for summary. The next meeting date/time was agreed to be Monday, December 16, 2024 at 5:30pm.

Announcements/Acknowledgements: None.

Adjournment: Trudie Abner moved to adjourn the meeting at 6:38pm, seconded by Karisma Jones, and unanimously approved.

Minutes Prepared by Karisma Jones, Board Treasurer