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

Meeting Minutes for

**Monday, October 16, 2017 @ 5:30 p.m.**

1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA 71107

Meeting was called to order at 5:32 p.m. by Chairman Njeri Camara

Invocation was offered by Fletcher Carter

Pledge of Allegiance was recited by all and led by Dee Fowler.

Welcome-Chairman Nijeri Camara welcomed our guest.

**Roll Call was taken. Board had a quorum with 8 of 10 active members**

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| Bienville-**Vacant** | Bossier-George Sewell  **P** | Caddo-Njeri Camara  **P** | Claiborne-Jamie Lennard **P** |
| DeSoto-Fletcher Carter  **P** | Natchitoches- **Vacant** | Red River-Wanda Brock  E (by phone) | Sabine-Marcelle Slaughter-P |
| Webster-Ora Rice  **P** | Gov.-Deanna Fowler  **P** | Gov.-Reece Middleton  **E** | Gov.-Chris Nolen  **P** |
| Staff ED-D. Efferson **P** |  |  |  |
| Guests- | Duane Ebarb, LaCAN **P** |  |  |
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**Approval of Agenda— George Sewell moved to amend the printed agenda to move the Board Resolution to Number 1(New Business) and Executive Limitations to Number 2, Chris Nolen seconded. Motion carried.**

**Dee Fowler moved to approve the agenda as amended, Fletcher Carter seconded. Motion carried.**

**Approval of the Minutes of September 18, 2017 Board Meeting—**Chris Nolen moved with a second by Dee Fowler to approve the amended minutes. Motion carried.

**Guest and Public Comments— Duane Ebarb was present but no comments were made.**

**Agenda Items for Discussion/Action:**

1. **New Business-Board Resolution**

BOARD RESOLUTION

WHEREAS, the Northwest Louisiana Human Services District Board of Directors has become aware that Cindy Rives, Deputy Undersecretary for the Louisiana Department of Health, informed Doug Efferson, Executive Director of the Northwest Louisiana Human Services District, that the Department of Administration - Office of Statewide Reporting and Accounting Policy and the Office of the State Treasurer do not believe AG Opinion 01-0042 is applicable to the Northwest Louisiana Human Services District given the recent changes in statute for Capital Area Human Services District and the differences in their statuary language from the language that created Northwest Louisiana Human Services District.

WHERAS, Section 915.B(9) of Act 73 of the 2017 Regular Session contains language stating Northwest Louisiana Human Services District has a right “To retain all self-generated funds and any funds collected in excess of funds provided through contract with the Department.”

WHEREAS, Northwest Louisiana has a recently signed and executed agreement with the Louisiana Department of Health stating in Section VI.B.ix that Northwest Louisiana Human Services District has a right “To retain all self-generated funds and any funds collected in excess of funds provided through contract with the Department” and that such language is identical to Section 915.B(9) of Act 73 of the 2017 Regular Session.

WHEREAS, the Department of Administration - Office of Statewide Reporting and Accounting Policy and the Office of the State Treasurer have recommended through Cindy Reeves, Deputy Undersecretary for the Louisiana Department of Health, that Northwest Louisiana Human Services District gets an updated Attorney General Opinion prior to the end of State Fiscal Year 2018 specific to Northwest Louisiana Human Services District regarding the right to retain excess funds.

BE IT RESOLVED, that on this 16th day of October, 2017, the Northwest Louisiana Human Services District Board of Directors hereby requests that the Louisiana Attorney General issue an opinion specific to Northwest Louisiana Human Services District regarding the right to retain excess funds.

Moved by George Sewell, 2nd by Chris Nolen to approve the board resolution. Motioned carried.

1. **Executive Limitations**

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

The ED distributed the amended Board Governance Manual; changes to become effective in November.

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

Moved by Fowler, 2nd by Carter to accept the ED’s report for October as in compliance with the Governance Policy Manual. Motion carried

**c. Treatment of Staff Page 5**

Read aloud by Fowler, moved by Nolen, 2nd by Fowler to accept the Treatment of Staff Policy and to allow it to remain as is currently presented in the Governance Manual. Motion Carried.

**3. Governance Process**

1. **Global Linkage**

Read aloud by Nolen, Moved by Fowler, 2nd by Nolen to accept the Global Linkage Policy and to allow it to remain as is currently presented in the Governance Manual. Motion carried.

1. **Unity of Control Page 25**

Read aloud by Carter, moved by Nolen, 2nd by Carter to accept the Unity of Control Policy and allow it to remain as is currently presented in the Governance Manual. Motion Carried.

1. **Accountability of the Executive Director Page 26**

Read aloud by Lennard, Moved by Fowler, 2nd by Slaughter to accept the Accountability of the Executive Director Policy and allow it to remain as is currently presented in the Governance Manual. Motion carried.

1. **Delegation to the Executive Director Page 26**

Read aloud by Sewell, Moved by Fowler, 2nd by Nolen to accept the Delegation to the Executive Director Policy and allow it to remain as is currently presented in the Governance Manual. Motion carried.

**Board Business**

1. **Executive Session Strategic Planning**

Moved by Nolen, 2nd by Carter to go into Executive Session. Motion carried.

Moved by Nolen, 2nd by Fowler to end the Executive Session. Motion carried.

Moved by Sewell, 2nd by Fowler with two/thirds of the board present, to authorize Dr. Robin Hogue and Executive Director Doug Efferson to be given a 2% salary adjustment, effective January 1, 2018. Motion carried.

1. **Board Monitoring Summary Report of August/September 2017**

Presentation and discussion of the August/September Monitoring tool was led by Fowler.

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

Board members completed and submitted the October Board Monitoring Tool to Fowler.

**Announcements/Acknowledgement –** Efferson asked the board to consider waiving the attendance for Wanda Brock given her health issue and extended recovery period. After a brief discussion, the board unanimously agreed to waive her attendance requirement.

**Next Proposed Meeting Date: Monday, November 20, 2017 @ 5:30 p.m.**

Adjournment – Moved by Sewell, 2nd by Fowler to adjourn the meeting at 6:55 p.m.

Respectfully Submitted,

**Ora Rice**

Ora Rice

Secretary