**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, October 19, 2020**

**Zoom Conference Call Number (888) 788-0099, Meeting ID: 254 060 0349**

Called to Order: By George Sewell at 5:35pm

Roll Call: George Sewell, Njeri Camara, Fletcher Carter and Matthew Linn were present. Kristi Copeland and Gary Conlay were excused. Ora Rice was absent. Bienville, Sabine, Governor Appointee #2 and Governor Appointee #3 have no board representative at this time. A quorum of 4 out of 8 board members confirmed by George Sewell, Board Chair. Doug Efferson, Executive Director, was present. Wanda Brock arrived shortly after roll call.

Welcome/Special Guest/Introductions: Rhonda Watts with LACG was welcomed.

Approval of Agenda: Moved by Matthew Linn to accept the agenda, seconded by Njeri Camara, and unanimously approved.

Approval of the Minutes for September 21, 2020: Moved by Fletcher Carter to accept the minutes as presented, seconded by Matthew Linn, 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 Staff. Of note was increase in Covid-19 in our service area over the past two weeks supporting the continued use of flexible schedules, PPE, enhanced office cleaning and telehealth. Doug Efferson also reported that all staff have been trained and have properly responded to the frequent hurricane events this hurricane season. Fletcher Carter moved to accept the report, seconded by Matthew Linn, and unanimously approved without any policy changes.

Board Business: George Sewell led a review of the Global Linkage and Unity of Control policies. Fletcher Carter moved to accept the policies, seconded by Njeri Camara, and unanimously approved without any policy change. The September Board Compliance Monitoring Summary Report was reviewed and accepted. The October Board Compliance Monitoring Tool was to be completed by email and sent to Doug Efferson for summary. The next meeting date was agreed to be on Monday, November 16th, 2020 at 5:30pm by Zoom conference call.

Announcements/Acknowledgements: Doug Efferson reported the advertising for new board members was successful in identifying candidates for Sabine Parish and the two governor appointee positions but none for the Bienville vacancy.

Adjournment: Fletcher Carter moved to adjourn the meeting at 5:53pm, seconded by Matthew Linn, and unanimously approved.

Minutes Prepared by Matthew Linn, Board Secretary