**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, September 16, 2019**

District Office Large Conference Room, 1310 North Hearne Avenue, Shreveport LA 71107

Called to Order: By George Sewell at 6:13pm

Invocation: By George Sewell

Pledge of Allegiance: Led by Njeri Camara

Welcome/Special Guest/Introductions: None.

Roll Call: George Sewell, Njeri Camara, Kristi Copeland, Ora Rice and Matthew Linn were present. Fletcher Carter, Gary Conlay, Marcelle Slaughter and Reece Middleton were excused. Wanda Brock was excused and listened in by phone. Bienville and Governor Appointee #2 have no board representative at this time. A quorum of 5 out of 10 present board members was confirmed by Matthew Linn, Board Secretary. Doug Efferson, Executive Director, was present.

Approval of Agenda: Moved by Njeri Camara, Seconded by Reece Middleton, unanimously approved without any changes.

Approval of the Minutes for August 19, 2019: Moved by Njeri Camara, seconded by Kristi Copeland, unanimously approved.

Guest and Public Comments: None.

Wendy Goad – Annual Behavioral Health Performance Analysis Report: Wendy gave a slide presentation summarizing the findings of the 2019 report, highlighting training, process improvements and efforts to improve show rates. After a complementary discussion of the report, the board requested the slide show and full report be provided by email.

Executive Limitations: Doug Efferson gave a summary of his written report on the Financial Conditions & Activities, Communication and Support to the Board, and Legislative Audit. Matthew Linn moved to amend the report to include that Ora Rice and Kristi Copeland attended the Opioid Conference, seconded by Njeri, unanimously approved. Njeri Camara moved to accept the report as amended, seconded by Ora Rice, and unanimously approved without any policy changes.

Governance Process: George Sewell led a review of Chairperson’s Role and Accountability of the ED. Njeri Camara moved to accept the policies without change, seconded by Ora Rice, unanimously approved.

Board Business: George Sewell noted that Reece Middleton would represent the board and attend the HSIC Annual Board member meeting in Baton Rouge on Thursday, October 17th from 10am to 2pm. Doug Efferson was asked to send out the draft Annual HSIC Presentation for our district to all board members for their review and input before the presentation. George Sewell noted all was in place for Brown Dog Consulting policy review on October 21, 2017 from 4:30pm to 7:30pm. The August Board Compliance Monitoring Summary Report was reviewed and accepted. The September Board Compliance Monitoring Tool was completed by all present board members. The next meeting date was agreed to be on Monday, October 21st starting an hour early at 4:30pm to allow more time for the presenter.

Announcements/Acknowledgements: Njeri Camara announced the Recovery Awareness Institute and Day of Healing event scheduled for Saturday, September 21.

Adjournment: Njeri Camara moved to adjourn the meeting at 6:40pm, seconded by Ora Rice, and unanimously approved.

Minutes Prepared by Matthew Linn, Board Secretary