**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**September 18, 2023**

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

Called to Order: By Kristie Copeland at 5:31pm

Invocation and Pledge of Allegiance: Invocation led by David Hoey. Pledge by Kristie Copeland.

Roll Call: Crystal Rabo, David Hoey, Karisma Jones, Trudie Abner and Kristie Copeland were present. Don Pledger was excused. Bossier, DeSoto, Natchitoches, Sabine, Webster, and Governor Appointee #1 have no board representative at this time. A quorum of 5 out of 6 board members confirmed by Kristie Copeland, Board Secretary. Doug Efferson, Executive Director was present.

Approval of Agenda: Moved by Trudie Abner to approve the agenda, seconded by Crystal Rabo, and unanimously approved.

Approval of the Minutes for July 17, 2023 and August 21, 2023: Moved by David Hoey to accept the minutes as presented, seconded by Trudie Abner, and unanimously approved.

Guest and Public Comments: Rhonda Watts with LACG and Laura Graves with NLHSD Special Programs were welcomed to the meeting.

Presentation by Laura Graves on Contract Services: Laura Graves presented information on Contract Services for Fiscal Year 2023 to 2024. Easter Seals, Community Support Programs, Merakey, Hope for the Homeless, Volunteers of America (VOA), Council on Alcoholism and Drug Abuse (CADA), and Louisiana Association on Compulsive Gambling (LACG) were all highlighted as contracted vendors for the many services our district funds. Also noted was the nine contracted school-based prevention programs monitored by Serenitie Garner, our prevention specialist. A robust discussion of the services provided followed the presentation.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, ENDs Focus of Grants and Contracts, Strategic Plan Indicators Update, and Financial Conditions and Activities – Legislative Audit. Global Executive Constraints and Non-Appropriated Funds. Of note was the need to send a notarized Oath of Office for all Board members to the Secretary of State. Also, the Board was informed that LDH changed the annual HSIC meeting to Thursday, September 9th. A short discussion was held regarding the successful public awareness campaign of Tobacco/Vaping/Chewing from January to June. The Strategic Plan Indicators Update and the Revenue Expense for Fiscal Year End 2023 were reviewed. Doug Efferson presented the Annual Monitoring Final Report from the Office of Developmental Disabilities and the August Monitoring Reports from the Office of Behavioral Health. A short discussion was held regarding National Recovery Month and the celebrations being held at each of our clinics during the Month of September. Trudie Abner moved to accept the ED Board report, seconded by Crystal Rabo, and unanimously approved without any policy changes.

Board Business: Kristie Copeland led a review of the Delegation to the Executive Director, Chairperson’s Role, and Accountability of the ED policies. Trudie Abner motioned to accept the policies without any changes, seconded by Crystal Rabo, and unanimously approved. Kristie Copeland informed the board of the request to use Non-Appropriated funds to purchase two new vehicles to replace two older ones. After a short discussion David Hoey motioned to approve the use of $74,178.77 in Non-Appropriated funds for the purchase of two vehicles, seconded by Trudie Abner, and unanimously approved. David Hoey took his Oath of Office. The July Board Compliance Monitoring Summary Report was reviewed and accepted. The September Board Compliance Monitoring Tool was completed and given to Doug Efferson for summary. The next meeting date/time was agreed to be October 16, 2023 at 5:30pm.

Announcements/Acknowledgements: Doug Efferson congratulated Trudie Abner on being the first to complete the EXCELerator online training for board members and encouraged the other new Board members to complete the training over the next few months.

Adjournment: Trudie Abner moved to adjourn the meeting at 6:24pm, seconded by Karisma Jones, and unanimously approved.

Minutes Prepared by David Hoey, Board Secretary