

**Capital Area Human Services District Board Meeting – via ZOOM
May 3, 2021**

Directors Present: Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Laverne Aguiard; Amy Betts; Kathy D’Albor; Toddie Milstead; Vickie King; Virginia Pearson; Rikki Permenter, PhD; Edward Songy, Jr.; Stephanie Webb and Rachael Wilkinson

Directors Absent: Dwayne Bailey; Genny Nadler Thomas; and Mary Winfield

CAHSD Staff: Janzlean Laughinghouse, PhD, LCSW-BACS, LAC; Shaketha Carter; Hagga Johnson; John Nosacka; and Karen Bray

Guests: Angela deGravelles and Rusty Jabour

| | RESPONSIBLE PERSON | DISCUSSION | FOLLOW-UP |
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| Approval of the May 3, 2021 Consent Agenda and Approval of March 1, 2021 Minutes and April 12, 2021 Notes | Ms. Hobdy | <p>Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:20 p.m. Roll was called and a quorum was present.</p> <p>Ms. G. Hobdy thanked the Board members present for attending.</p> <p>Ms. K. D’Albor made a motion to approve the May 3, 2021, consent agenda, the minutes of March 1, 2021, and notes of April 12, 2021. Ms. V. King seconded the motion.</p> <p>Ms. Hobdy asked for three Board members to volunteer to serve on the Nominating Committee and present nominees for the positions of Board Chair and Vice Chair. She explained that all current Board members are eligible to be nominated. The current Chair and Vice Chair are eligible for re-election. Ms. K. D’Albor, Ms. S. Webb and Ms. V. King volunteered to serve on the Nominating Committee and met in a separate Zoom meeting and then returned to the Board meeting.</p> <p>Ms. G. Hobdy asked for a motion to approve all policies on the agenda and reviewed by the Board. Mr. T. Sawyer made a motion to move and approve items 1-6 from the Governance Policy Review/Board Business section requiring a vote, into the consent agenda. All policies were approved as written with no changes. M. T. Milstead seconded the motion.</p> | <p>There were no objections and the motions passed.</p> <p>There were no objections and the motions passed.</p> |
| Public Comment | Ms. Hobdy | There was no public comment made via the email address designated for submitting comments nor through the Zoom meeting chat. | There was no public comment. |
| Communications | Dr. Laughinghouse | <p>Dr. Laughinghouse provided an overview of the following:</p> <ul style="list-style-type: none"> • CONQUER COVID19.LA – Dr. Laughinghouse stated that she was interviewed in April and six excerpts were pulled out for use on | |

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| | | <p>social media. Links will be shared when given approval. She provided information about each of the excerpts.</p> <ul style="list-style-type: none"> • Ms. K. D’Albor complimented Dr. Laughinghouse and CAHSD staff who appeared on the recent program “What Every Family Needs to Know About Opioids” on WVLA. • Dr. Laughinghouse announced the retirement of Vivian Gettys, RN, MPH, CAHSD Prevention Director. Due to COVID we did not gather but presented her with a crystal award from CAHSD and an acknowledgement from Governor John Bel Edwards commending her for 16 plus years of service to the people of Louisiana. Prevention staff celebrated her retirement by taking her to lunch and presenting her with a scrapbook. Ms. Gettys has been involved in the interview process with all prospective candidates for the Prevention Director position and was in agreement with the decision made. Contact information for V. Gettys was provided to Board members who wanted to reach out to her. | |
| Listening Tour Update | Dr. Laughinghouse J. Nosacka | <ul style="list-style-type: none"> • Listening Tour Update: Dr. Laughinghouse stated the purpose of the Listening Tour was to do a temperature check on culture in the agency and to make sure our protocols/processes are aligned with our mission and vision. <ul style="list-style-type: none"> ▪ Mission: To deliver caring and responsive services leading to a better tomorrow. ▪ Vision: We excel at making lives better. ➤ The tour began on April 12th. ➤ Group sessions were facilitated by Dr. Laughinghouse, S. Carter and R. Jabour. A total of 26 sessions were held, two per day. Roll was not taken in the meetings. R. Jabour kept tabs on the issues. ➤ All groups were in-person meetings with the exception of EMT. R. Jabour facilitated the EMT meeting. Employees were not included in groups with their supervisors by design in the event any issues were about supervision. ➤ Invitations to participate were given to: 44 contractors (except the police officers) and 202 civil service employees. The final report will be available soon. ➤ Dr. Laughinghouse reported that she is very encouraged, the one thing she didn’t hear was apathy. ➤ Next step: Will have workgroups with people who work on the ground to resolve identified issues. <ul style="list-style-type: none"> • Ms. V. Pearson commended Dr. Laughinghouse and staff for following the best practices protocol. | |
| Ends Policy Update | Dr. Laughinghouse | <ul style="list-style-type: none"> • Pending due to the Listening Tour, Dr. Laughinghouse will provide | |

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| | | the report in June. | |
| SGR March 2021 | Dr. Laughinghouse | <ul style="list-style-type: none"> Dr. Laughinghouse provided a detailed overview of the March SGR Report. She stated that \$466,643.36 was collected. The projection is, if we stay on our current course of collections, we should meet our target fiscal goal. This would be miraculous considering the Clinic moves and COVID. | |
| Board Member Business Cards | Dr. Laughinghouse | <ul style="list-style-type: none"> To date, two Board members have requested business cards. Please submit requests for cards to K. Bray by close of business on May 5th. | |
| Board Membership | Dr. Laughinghouse K. Bray | <ul style="list-style-type: none"> Dr. Laughinghouse reported the following: <ul style="list-style-type: none"> ➤ Ms. L. Aguillard – We have not received any updates from Boards and Commissions regarding her reappointment status. ➤ Ms. V. King’s term expires in June 2021. This will be her last Board meeting. CAHSD is working with EBR to fill her vacancy. | |
| Report from Chairman | | | |
| Governance Policy Review by Direct Inspection/Board Business | | | |
| Compensation and Benefits (% Default Merit: Report) | Ms. G. Hobdy | <ul style="list-style-type: none"> Compensation and Benefits (% Default Merit: Report) was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Board Committee Principles | Ms. G. Hobdy | <ul style="list-style-type: none"> Board Committee Principles Policy was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Public Comment | Ms. G. Hobdy | <ul style="list-style-type: none"> Public Comment Policy was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Emergency Executive Director Succession Policy and Memo | Ms. G. Hobdy | <ul style="list-style-type: none"> Emergency Executive Director Succession Policy and Memo was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Chair Person’s Role | Ms. G. Hobdy | <ul style="list-style-type: none"> Chair Person’s Role was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Board Member’s Code of Conduct | Ms. G. Hobdy | <ul style="list-style-type: none"> Board Member’s Code of Conduct was moved with the May 3, 2021, Consent Agenda. | There were no objections and the motions passed. |
| Retreat/Board Development | Ms. G. Hobdy | <ul style="list-style-type: none"> Retreat Board Development – Pending, Date TBD | |
| Convene Nominating Committee | Ms. G. Hobdy | <ul style="list-style-type: none"> Ms. K. D’Albor, on behalf of the Nominating Committee, stated that the action of the Committee, by unanimous vote, is to nominate the following for officers: Ms. G. Hobdy, Chair Mr. T. Sawyer as Vice Chair There was a call for nominations from the floor and there were none. | |

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| | | <p>Both Ms. G. Hobdy and Mr. T. Sawyer agreed to serve as Chair and Vice Chair.</p> <ul style="list-style-type: none"> • Election of officers will be included on the June 2021 Board agenda for vote. | |
| Board Member Self-Evaluations | Ms. G. Hobdy | <ul style="list-style-type: none"> • Board members were reminded to complete their Board member self-evaluations by June. | |
| April 2021 Policy Review Assignment | Dr. Permenter | <ul style="list-style-type: none"> • April Policy Review Assignment: Unity of Control, R. Permenter, PhD, reviewed the policy and recommended no changes. (no action) | |
| June 2021 Policy Review Assignment | Ms. G. Hobdy | <ul style="list-style-type: none"> • June Policy Review Assignment: Ms. V. Pearson, Accountability of the Executive Director. | |
| Tier 2.1 Personal Financial Disclosure Statement | Ms. Gerri Hobdy | <ul style="list-style-type: none"> • Ms. G. Hobdy reminded Board members to complete/submit their Tier 2.1 Personal Financial Disclosure Statement Packet. | |
| Adjournment/Next Meeting | Ms. G. Hobdy | <p>The Board will not meet in July 2021. The next Board meeting is on August 2, 2021, at 1:00 p.m. Meeting location or online access information will be provided when determined. Ms. K. D’Albor made a motion to adjourn the meeting. Mr. T. Sawyer seconded the motion. The meeting was adjourned.</p> | |