



PUBLIC NOTICE

**The Board of Directors of Central La Human Services District
will conduct its monthly meeting on:**

**Thursday, January 11, 2018
5:30 p.m.**

**Office of Public Health ~ Conference Room
5604 Coliseum Blvd., Bldg. B
Alexandria, LA 71303**

The meeting is open to the public



Central Louisiana Human Services District

Board Meeting Agenda

January 11, 2018 ~ 5:30 pm

- I. **Call to Order/Quorum**
Prayer/Pledge
- II. **Read and Approve January 2018 Meeting Agenda (Vote)**
Solicit Public Comment Requests
- III. **Approval of December 2017 Minutes (Vote)**
December 2017 Minutes **H1**
- IV. **District Reports**
 - A. **ED Monthly Report **H2****
 - B. **Financial Report- November 30, 2017 (Vote) **H3****
- V. **Policy Reviews**

Executive Limitations:

- **II. D. Financial Planning and Budgeting w/corresponding procedure Non Appropriated Funds – Dr. DeCaire (vote) **H4, H4a****
 - ❖ *Policy* can be found in Sect. 3, pg. 7 of binders.
 - ❖ Procedure can be found in Sect. 4, pg. 7 of binders

VI. Board Business

A. Comments collected on ED Performance

- Detailed procedure and timeline is outlined in the Procedure Manual- Section 4, Pg 14-16

Abbreviated ED Evaluation timeline from this point forward will be:

- **60 days prior to Executive Director Evaluation (by January 11, 2018)**

Board Member Comment forms are collected by the chair at the January board meeting.

Sometime between January board meeting and 2/28/18, the evaluation committee will meet to review comments collected, discuss the ED's performance, identify specific strengths and areas for improvement in the coming year and discuss consideration of merit increase or bonus.

- **14 days prior to Executive Director Evaluation (by March 1, 2018)**

The Committee issues the report and associated materials to the Board Chair, who distributes them to all Board Members for review prior to the board meeting.

- **Executive Director Evaluation (during March board meeting) March 14, 2018**

The Board shall meet with the ED in Executive Session to review the findings. After discussion is complete, the Board Chair will entertain a motion in Open Meeting to accept the committee report as presented or amended.

B. Development/Training Topic

Board Development/Training: *Funding Source – Dr. DeCaire*

C. Board Retreat

- Wednesday March 14, 2018, 9 am – 4:30 pm at Kees Park, Hwy 28 East, Pineville; this date is due to scheduling issues with location and with Nancy Perret.

VII. Next Month – February 2018

- Financial Condition and Activity Policy Review (Dr. DeCaire)
- ED Evaluation Committee meet at _____ (date and time TBD)
- *need to meet sometime between 1/12/18 and 2/28/18
- Members Terms Requests to Governor / Parishes
- Annual By Laws Review
- Board Development/Training – Prevention Services

VIII. Questions/Comments As Solicited

IX. Announcements

- Next meeting is February 08, 2018
- Refreshments will be provided by Dayna Davis.

X. Adjourn (Vote)