



## Acadiana Area Human Services District-Board Meeting Minutes

**Lafayette Public Library, South Regional Branch (6101 Johnston Street) in Lafayette, LA 70503 in the conference room.**

**February 25, 2013**

**Members Present:**

Georgie Blanchard, (St. Martin Parish); Robert Eastin (Evangeline Parish); Gwen Klorer, (Vermilion Parish); Patricia LaBrosse, (Lafayette Parish); Kay Marcel, (Iberia Parish); Mary Neiheisel, (Lafayette Parish); John Pitre, (Evangeline Parish).

**Members Absent:**

Claude Devillier, (St. Landry Parish), Charles Labbe, (Acadia Parish)

**Employees:** Brad Farmer, Executive Director; Jennifer Sonnier, Administrative Assistant; Dr. George Diggs, OBH Medical Director; Daniel Leger, CFO; Yancey Mire, OBH Regional Manager; Carolyn Knowles, Crowley Behavioral Health Clinic Manager

**Others:** Russell Semon, DHH Liaison; Claude Martin, Director of Acadiana Cares; Mauricia Walters (Families Helping Families of Acadiana; OCDD Regional Advisory Council)

Agenda Item	Discussion	Action
Call to Order	Moment of silence for George McHugh.	Dr. Mary B. Neiheisel, Chair, at 6:55 p.m.
Roll Call	<u>7</u> board members personally present. Roll signed by members.	
Quorum	<u>7</u> board members personally present.	Quorum announced by secretary.
Agenda/Amendments	Chair, asked for additional agenda items. No items added to agenda.	Agenda approved.
Guests	Claude Martin, Acadiana Cares; Mauricia Walters, FHF of Acadiana & OCDD RAC member	Introduced and welcomed.
Minutes of January 28, 2013	Patricia LaBrosse/Gwen Klorer moved/seconded approval of minutes.	Minutes approved.
Public Comments	Chair expressed appreciation to all staff for their work in planning and conducting the community forums in January. She also	

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	<p>expressed appreciation to ED for his support and representing AAHSD at visitation and services for past-Chair George McHugh.</p> <p>ED announced that the video of the community forum done by the Extra Mile will be provided to AAHSD and will also be put on website.</p>	
<p>Agenda Calendar Items</p> <p>a. Board-ED Linkage</p> <p>    i. Accountability of the ED (direct inspection)</p> <p>    ii. Delegation to the ED (direct inspection)</p> <p>b. Executive Limits</p> <p>    i. Financial Planning/Budgeting (ED report)</p>	<p>Board reviewed the governance policies on pages 27 and 28 in binder and received a copy of the AAHSD Policy and Procedure document (Operational Plan) that outlines how this policy is implemented (Leadership Structure &amp; Responsibilities/Policy 1.1).</p> <p>Board reviewed this governance policy on page 6 in binder and received a copy of the AAHSD Policy and Procedure document (Operational Plan) that outlines how this policy is implemented (Financial Planning and Management Overview/Policy 3.1).</p> <p>CFO provided/reviewed the following documents with the Board:</p> <ul style="list-style-type: none"> <li>• 2012-2013 Revenue Budget Sources</li> <li>• Budget Cycle</li> <li>• Monthly Funds and Expenditure Analysis</li> <li>• Summary Statement of Means of Financing (2011-2012; 2012-2013; 2013-2014)</li> <li>• Continuation Budget Package FY 2013-2014</li> <li>• Operational Plan FY 2013-2014</li> </ul>	



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	<p>meeting.</p> <p>Thanked Jennifer for meeting preparations (updated binders with policy/procedures, agenda calendar and bylaws prepared for Board members; member folders with meeting materials; refreshments).</p>	
Other Announcements	<p>Strategic plan due to DHH in April.</p> <p>Russell Semon reminded Board about using input from “owners” in developing Ends Policy.</p> <p>Policy Governance Executive Limitations Evaluation Form and Board Compliance Monitoring Tool documents will be available for board members completion at each meeting.</p>	
Date and location of Next Meeting		<p>Date and Time: March 25, 2013, 6:15p.m. Location : Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA</p>
Agenda Items for next meeting	<p>Agenda Calendar Items:</p> <ul style="list-style-type: none"> <li>• Board- ED Linkage - Unity of Control</li> <li>• Executive Limits - Communication &amp; Support</li> </ul> <p>Consideration of Board Member Removal</p>	
Adjournment	Patricia LaBrosse/Gwen Klorer moved/ adjournment of meeting. 8:08 p.m.	Meeting adjourned at 8:08 p.m.
Submitted by Secretary		<p><i>Kay Marcel</i></p> <p>Kay Marcel Secretary, AAHSDB</p>