**Governance Board Meeting Agenda**

**August 11, 2022**

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:09pm noting a quorum was present. The meeting was held at the Office of Public Health Region V Administration Office.

II. ROLL CALL

1. William Sommers, appointed by Governor Edwards
2. Melanie Sarro, appointed by Governor Edwards
3. Braylon Harris, appointed by Governor Edwards
4. Linda Storer, appointed by Beauregard Parish
5. Penny Champion, appointed by Cameron Parish
6. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

a. William Johnson, appointed by Allen Parish

b. Aaron LeBoeuf, appointed by Calcasieu Parish

EXECUTIVE STAFF PRESENT

1. Tanya McGee, Executive Director
2. Traci Hedrick, Community Services Director
3. Nicole Simien, Contracts/Grants Reviewer
4. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

No guests present at the meeting.

IV. APPROVAL OF MINUTES

Board members received the July minutes prior to the meeting. Linda Storer requested a motion to approve the July minutes. Melanie Sarro motioned and Kristen Cassidy seconded. July minutes unanimously approved.

V. APPROVAL OF AGENDA

Linda Storer requested a motion to approve the agenda. Penny Champion motioned and Melanie Sarro seconded.

VI. BOARD MONITORING

1. Upcoming Board Training

Tanya McGee reminded the board of the upcoming Board Development Training next month. This training will educate board members on governance processes, and motions. Tanya asked the trainer to also look at reviewing the ENDs statement to include the services created since ImCal’s inception. The training schedule is every three years, but was rescheduled due to COVID and the disasters SWLA experienced. It’s important all board members attend and this will also serve as orientation for the newly appointed board members. Tanya offered to meet with the new members separately if they had additional questions. Tanya also told the board if they have other topics they’d like to cover during this training to let her know.

1. Governor and Allen Parish Appointments

Tanya McGee informed the board Braylon Harris and William Johnson’s appointments have been approved. Braylon Harris will serve as a governor appointee in the role of a parent, consumer, or advocate in the field of addictive disorders appointed by the Governor. William Johnson will represent Allen Parish in the role of a member with professional expertise in the field of addictive disorders.

VII. EXECUTIVE DIRECTOR REPORT

1. End Focus of Grants or Contracts

Tanya McGee reviewed the Grants/Contracts spreadsheet with the board. All contracts are 1 to 3 years depending on the type of service provided. Each individual contract was reviewed, explained and noted if changes occurred. Calcasieu Parish DA’s office increased due to employee salary pay raise of four percent. Hayes Consulting staffing contract with Dr. Patrick Hayes increased due to an increase in prescriber hours. John Digiglia, MD’s contract increased due to an increase in hours. Jennifer Leger’s contract increased because she is now the fulltime ImCal ImHealthy nurse practitioner. Melissa Comeaux’s former ImHealthy nurse practitioner, contract decreased due to her resignation but she agreed to stay on to fill in when Jennifer Leger is out. Victoria Swanson’s contact increased to bring her up to current pay rates for adaptive assessments. The contract with Odyssey House Louisiana (OHL) decreased due to indigent numbers decreasing due to Medicaid expansion. A one-time, one-year contract with OHL was created to assist with the expansion of medical detox beds at Briscoe Treatment Center. ImCal also contracts with OHL for the case manager program and this contract amount decreased from last year. Tanya explained that this contract is funded through the Louisiana State Opioid Response 2.0 grant which ends on the federal fiscal year end of Sept. The state has applied for LaSOR 3.0 to continue the program. Southwest Louisiana Health Education center’s contact decreased to a correction in their budget amounts. The contract with Winford Amos ended. Although no changes, the contract with various individuals are within ImCal’s Developmental Disabilities (DD) division. ImCal contracts with individual DD families and providers to purchase needed items or provide specialized services. The total means of financing for ImCal contracts for fiscal year 22-23 is $5,712,909.01.

1. Update on Broad St Property

Tanya McGee informed the board the landowner and ImCal could not reach an agreement on the 2300 Broad St property which was previously presented the board. An offer was made on another piece of property closer to downtown at 1605 Broad St. The offer was accepted and we are now under contract. The property is smaller than the previous, so Tanya is looking into the purchase of another property adjacent to 1605 Broad St., at 1603 Broad St. Tanya reviewed aerial photos with the board so they can view the area. The realtor will reach out to the property owner to see if they are willing to sale.

1. Electronic Records & DocuSign in BH and DD Divisions

DocuSign was recently implemented in ImCal’s Administration Division and has been a tremendous help. Most of ImCal’s admin forms are now via DocuSign. The next step is to implement in the Behavioral Health and Developmental Disabilities divisions. Tanya added this will help streamline services for both divisions. There may be a few challenges with the DD division due to the forms and record requirements, but ImCal will work with Office of Citizens with Developmental Disabilities to help streamline this.

1. Emergency Responder Appreciation Day – Sept 10th with Pete

ImCal will be bringing Pete the Mobile Medical Unit to the Emergency Responder Appreciation Day on September 10, 2022. This will be held at the Lake Charles Civic Center and Pete will be on display for public view. Tanya encouraged the board to attend so they can see Pete and view some of the work ImCal does in the community.

VIII. NEW BUSINESS

IX. NEXT MEETING- **9/8/2022**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. Kristen Cassidy motioned and Penny Champion seconded. Meeting adjourned at 1:13pm.