Imperial Calcasieu Human Services Authority

Governance Board Meeting

Special Called Meeting

Region V OBH Regional Office

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

April 10, 2012, 5:30 – 7:00 PM

­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. MEMBERS PRESENT
	1. Mr. Doug Hebert, Jr., appointed by Allen Parish
	2. Mrs. Patti Farris, appointed by Beauregard Parish
	3. Mrs. Susan DuPont, appointed by Cameron Parish
	4. Ms. Christina Mehal, appointed by Jefferson Davis Parish
	5. Mr. David Palay, appointed by Governor Jindal
	6. Clarence “Chris” Stewart, appointed by Governor Jindal
	7. Mr. Shawn Sabelhaus, appointed by Governor Jindal

Absent

1. Mrs. Sandy Gay, appointed by Calcasieu Parish.
2. Mr. David Palay, appointed by Governor Jindal
3. Introduction of Guests
4. Tanya McGee, OBH, Liaison with Department of Health and Hospitals
5. Connie Mead, OCDD
6. James Lewis, OCDD
7. Susan Fry, OBH
8. Gordon Propst, Robinswood School

Doug Hebert called the meeting to order noting that a quorum of six members were present.

1. APPROVAL OF JANUARY MINUTES

The March 2012 minutes were approved unanimously as written.

1. UPDATE OF PHASE ONE

Tanya reported previous miscommunication on the status of the Phase 1 report to be submitted to the Secretary of DHH. The report has been completed by the lead of the Assessment Team but is still under review by the remaining team members. Dr. Comaty informed Tanya that the report will be completed by 4/11/2010. She will track the document as it proceeds through the necessary offices for approval. Estimate time for Secretary to sign-off on Phase 1 approval is within the next 2 weeks.

1. REPORT OF UNIVERSITY RECRUITMENT

Tanya provided the Board with a document that includes recruitment information for the Executive Director Position for ten universities within Louisiana and Texas. The list included LSU, University of Houston, UNO, Tulane, Louisiana Tech, Northwestern State, McNeese, Southeastern, UT at Austin and Texas A&M. The board approved recruitment at all the above mentioned universities with the inclusion of University of LA at Lafayette. Tanya will email contact information and email links to Susan Dupont, ED Search Committee Chair.

The ED Position will be posted on the above mentioned university Career Services websites, the LA Civil Service website, the National Council on Community BH website, the AAICD website, major statewide newspapers via the Associated Press, and the LA professional organizations for Addiction Counselors (LASACT), Social Workers (LA Board of SW Examiners) and Licensed Professional Counselors (LA Counselor Assoc.).

1. REPORT ON MEDIA CAMPAIGN

Doug informed the Board that he spoke with David prior to the meeting and requested that David take the lead on the media campaign, then presented an email from David to the Board based off of their conversations. The board discussed and approved the following:

* David Palay and Susan Dupont with be the ImCal Representatives for interviews with KPLC and the American Press.
* Utilize only local papers for the draft press release describing ImCal HSA and utilize the Associated Press for posting the ED position
* Wait for the letter from DHH Secretary regarding completion of Phase 1 before beginning press release

Timeline discussed and approved as follows:

* Receive letter from DHH Secretary.
* Immediately begin coordination of time slot with KPLC and American Press Sunday Talk interview while simultaneously initiating HR process for ED position.
* Shortly after KPLC and American Press interviews, initiate press releases within local parishes. Include pertinent local issues.
* By this time, ED position will be posted.
* Any follow/up or final announcements from Governor, if available.
1. OFFICE OF CITIZENS WITH DEVELOPMENTAL DISORDERS REPRESENTATIVE REPORTS

James Lewis presented a report on the statewide and local Region 5 updates for OCDD. Presentation attached to these minutes.

1. OTHER

Susan requested the Board consider the inclusion of selected Public Health Services under the ImCal HSA. The Board agreed to discuss and address at a later meeting.

1. TENTATIVE ITEMS FOR MAY AGENDA
	1. Update on Phase 1
	2. Status report on media campaign
	3. Status report on Executive Director Search
2. ADJOURN