Governance Board Meeting

One Lakeshore Drive, Suite 2000

Lake Charles, Louisiana 70629

April 1, 2021

MINUTES

I. CALL TO ORDER

Betty Cunningham called the meeting to order at 12:07pm noting a quorum was present. The meeting was held via Zoom in order to comply with the Governor’s COVID 19 Phase in plan.

II. ROLL CALL

1. Betty Cunningham, appointed by Governor Edwards
2. William Sommers, appointed by Governor Edwards
3. Linda Storer, appointed by Beauregard Parish
4. Aaron LeBoeuf, appointed by Calcasieu Parish
5. Angela Jouett, appointed by Cameron Parish
6. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

1. Corlissa Hoffoss, appointed by Governor Jindal
2. Rita Cole, appointed by Allen Parish

EXECUTIVE STAFF PRESENT

1. Tanya McGee, Executive Director
2. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

No guests were present at this meeting.

IV. APPROVAL OF MINUTES

Board members received March minutes prior to the meeting. Betty Cunningham

requested a motion to approve the March minutes. Angela Jouett motioned and

Linda Storer seconded. March minutes unanimously approved.

V. APPROVAL OF AGENDA

Betty Cunningham requested a motion to approve the agenda. Betty Cunningham

motioned and Kristen Cassidy seconded.

VI. BOARD MONITORING

a. Board Committee Principles

Tanya McGee reviewed the policy with the board. This explains the use of sub-committees and what they would do. The board can create sub-committees in accordance with the principles set in the policy for work completed by the board. This policy has been in existence since the creation of the board and Tanya has no recommendations for change.

VII. EXECUTIVE DIRECTOR REPORT

a. Compensation & Benefits

Tanya presented the board with the 2021 Turn Over report from the Human Resources Department. Tanya went through the positions and resignations. Two ImCal employees retired and ImCal currently has 4 vacancies. The turnover rate from April 2020 to April 2021 is 9%. ImCal currently has 77 fulltime positions, 7 Wage Alternate Employees (WAE), and 12 in-house professional contractors. Included in the turnover report is a summary of employee performance ratings. Tanya informed the board 14 employees had exceptional performance ratings this past rating period and received a one-time bonus. Aaron Leboeuf asked about funding for the exceptional rating bonus. Tanya stated she has the authority to give the one-time bonus and this is only if ImCal has the funds. While the one-time bonuses are not included in initial budget appropriations, the annual market adjustments for employees are included.

b. Briscoe Update

The repairs at Briscoe Treatment center are still in progress. Odyssey House Louisiana plans to open Briscoe in the next two weeks. After the center opens minor repairs will continue and the kitchen renovation will still be in progress. Currently getting bids to paint outside of building. Betty Cunningham asked for the address so she can go look, and Tanya offered to give any of the board members the opportunity to tour the inside of the building.

c. Employee of the Year Process

Tanya McGee met with EMT and it was decided that EMT will read through all employee of the year applications and decide on the top two finalists to bring to the board and they will decide the winner. The persons who nominated the top two employees will be invited to the May meeting to inform the board why they nominated the employee. The board will be able to ask questions if they choose. The board was in agreeance with this.

d. Supplemental MHBG & SABG funding

Office of Behavioral Health contacted all LGE’s about additional federal funding for behavioral health services as a response to COVID. The Executive Directors were told to write a proposal for anything needed to help with services. Tanya submitted a proposal for a Mobile Medical Response vehicle. This would help ImCal serve persons in outlining parishes, homeless population, etc. She is currently waiting on approval. The funding would cover the vehicle, a mobile crisis team, equipment, supplies and media/advertisement.

e. Public Health Services

Tanya discussed with the board the ongoing enhancement of collaboration and partnership between ImCal HSA and our Region 5 Office of Public Health. During the last year through the pandemic and Hurricanes, the work between our agencies has substantially grown. Dr. Cavanaugh and Tanya would like to pursue investigating how we could more formally integrate in order to enhance and become more efficient in service delivery. Tanya requested permission from the board to pursue these discussions. Betty Cunningham requested a motion for Tanya to work with Dr. Cavanaugh in research and information gathering regarding the local provision of behavioral health and public health services. Aaron LeBoeuf motioned and Kristen Cassidy seconded.

VIII. NEW BUSINESS

IX. NEXT MEETING - **5/6/2021**

X. ADJOURNMENT

Betty Cunningham requested a motion to adjourn the meeting. Angela Jouett motioned and Betty Cunningham seconded. Meeting adjourned at 12:51pm.