**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Tuesday, February 15, 2021**

**Zoom Conference Call Number (888) 788-0099, Meeting ID: 254 060 0349**

Called to Order: By George Sewell at 5:35pm

Roll Call: George Sewell, Njeri Camara, Kristi Copeland, Fletcher Carter, Gary Conlay, Mary Brocato, and Ora Rice were present. Matthew Linn was absent. Wanda Brock was excused due to phone trouble. Bienville, Governor Appointee #2 and Governor Appointee #3 have no board representative at this time. A quorum of 7 out of 9 board members confirmed by George Sewell, Board Chair. Doug Efferson, Executive Director, was present.

Welcome/Special Guest/Introductions: None.

Approval of Agenda: Moved by Fletcher Carter to accept the agenda, seconded by Mary Brocato, and unanimously approved.

Approval of the Minutes for January 19, 2021: Moved by Mary Brocato to accept the minutes as presented, seconded by Fletcher Carter, and unanimously approved.

Guest and Public Comments: None.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, Treatment of Providers and Strategic Plan Indicators Update. The Board was informed that 130 Covid-19 vaccinations was administered to district staff and contract employees with the second shot scheduled for mid-March. Also highlighted was the January, 2021 State Civil Service Audit showing the District achieved 100% compliance and no areas of concern. The mid-year Strategic Plan Performance Indicators were reviewed and it was noted that three indicators were below expectations but were explained to be caused by the impact the pandemic has had on District services. Mary Brocato moved to accept the report, seconded by Ora Rice, and unanimously approved without any policy changes.

Board Business: George Sewell led a review of the Accountability to Owners policy. Njeri Camara moved to accept the policy, seconded by Mary Brocato, and unanimously approved without any policy change. George Sewell reminded Board members to complete their ED Performance Comment forms and submit them to him for summary. The January Board Compliance Monitoring Summary Report was reviewed and accepted. The February Board Compliance Monitoring Tool was to be completed by email and sent to Doug Efferson for summary. The next meeting date was agreed to be on Monday, March 15th, 2020 at 5:30pm by Zoom conference call.

Announcements/Acknowledgements: None.

Adjournment: Mary Brocato moved to adjourn the meeting at 6:15pm, seconded by Njeri Camara, and unanimously approved.

Minutes Prepared by George Sewell, Board Chair