**Northwest Louisiana Human Service District (NLHSD)**

Meeting Minutes for

**Monday, July 18, 2016 @ 5:30 p.m.**

1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA 71107

**Call to order:** The meeting was called to order by Chair Fowler at 5:40 PM.

**Invocation:** Invocation was given by Marcelle Slaughter.

**Pledge of Allegiance:** All in attendance recited the pledge.

**Welcome:** Chair Fowler welcomed all to the meeting.

**Roll Call:** A **Quorum was present** with six members since member, Jones had tendered his resignation effective 7/1/2016.

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| Bienville-Randy McKinney Excused | Bossier-Jeanette Edmiston Excused | Caddo-Njeri Camara Present | Claiborne-Christon Cupp Present |
| DeSoto-Fred JonesResigned | Natchitoches-Sandy Wiggins Excused | Red River-Wanda BrockPresent | Sabine-Marcelle SlaughterPresent |
| Webster-Ora RiceExcused | Gov.-Deanna FowlerPresent | Gov.-Barbara MarshallAbsent | Gov.-Chris NolenPresent |
| Staff ED-D. Efferson Present |  |  |  |
| Guests- Duane Ebarb with LACAN | Wendy Goad | Dr. Hogue |  |

**Approval of Agenda:** A motion by Brock to amend the agenda to move items 3a and 3d after item 1 was seconded by Camara. The motion carried. A motion by Brock with a second by Camara to approve the amended agenda carried.

**Approval of the Minutes of May 16, 2016 Board Meeting:** Brock moved to approve the minutes of the May 16, 2016 meeting. Camara seconded the motion. The motion carried.

**Guest and Public Comments:** Duane Ebarb representing LACAN reported on the outcome of the Legislative session. Legislators learned that the New Opportunities, Children Choice Supports, and residential waivers are optional by Federal law. Therefore, those currently receiving such services will continue but no new waivers issued. People First will be getting in touch with federal representatives to make funding these items mandatory to ensure a steady stream of revenue.

**Agenda Items for Discussion/Action**

**New Business**

**1.    Executive Limitations: Official Executive Director Report on File with the Secretary and**

 **available for public inspection.** ED, Efferson, discussed his reports for June 20th and July 18th. With a motion by Brock and a second by Camara the reports were accepted as in compliance.

 **a.  Communication and Support to the Board Page 14**

 **b. Financial Condition & Activities Page 7**

 **c. Non-Appropriated Funds Page 7**

**2. Governance Process**

 **a. Agenda Planning Page 17**

**b. Cost of Governance Page 24**

 **c. Board Monitoring Summary Report May 2016.**

**3. Board Business**

a.Election of Officers: There were no nominations from the floor for any of the positions. The recommended slate of officers was accepted unanimously. Elected to serve for the 2016-2017 term are: President-Chris Nolen, Vice President-Njeri Camara, Secretary-Dee Fowler, Treasurer-Jeanette Edmiston.

 b. Discussion whether to clarify and/or modify current ED evaluation form and process.

 c. Reminder to turn in Annual Ethics Training Certificate, confirm completion of Annual

 Financial Disclosure Statement to ED, and to turn in travel documents to ED before June 30, 2016.

 d. Executive Session: For Strategic Planning: A motion by Brock with a second by Camara to go into executive session to discuss Strategic Planning carried.

During the executive session, the ED reviewed the June 20, 2016 report on Deficit Spending which is on file.

A motion by Slaughter with a second by Brock to move out of executive session was carried. Brock then moved to accept the written report on Deficit Spending in Fiscal Year 2016 dated June 20th, 2016. Camara seconded the motion and the motion carried.

Member Brock had to leave the meeting at this time leaving the board without a quorum, therefore no further business was completed. All other items on the agenda will be carried over to the August board meeting agenda.

**4. Old Business**

**a. June and July 2016 Board Compliance Monitoring Tools Completion:** Monitoring documents were distributed to the board for completion and analysis.

 **Announcements/Acknowledgements:** None

**Next Proposed Meeting Date: Monday, August 15, 2016 @ 5:30 p.m.**

**Adjournment:** The meeting was adjourned at 6:45 PM with a motion by Camara. The motion carried.