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

Meeting Minutes for

**Monday, December 19, 2016 @ 5:30 p.m.**

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

Meeting was called to order by Chairman Chris Nolen at 5:54 p.m.

Invocation was offered by Ora Rice.

The Pledge of Allegiance was recited by all those present.

Chairman Nolen welcomed guests, ED, and members.

Roll Call was taken. With six members of eight active present, the Board had a quorum.

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| Bienville-Vacant | Bossier-Vacant | Caddo-Njeri Camara **P** | Claiborne-Christon Cupp **A**  |
| DeSoto-Vacant | Natchitoches-Sandy Wiggins-Long  **E** | Red River-Wanda Brock  **P**  | Sabine-Marcelle Slaughter  **P** |
| Webster-Ora Rice  **P** | Gov.-Deanna Fowler **P** | Gov.-Vacant | Gov.-Chris Nolen **P** |
| Staff ED-D. Efferson |  |  |  |
| Guests-Duane Ebarb |  |  |  |

**Approval of Agenda—**Brock moved with a second by Rice to accept the agenda without any modifications. Motion was carried.

**Approval of the Minutes for November 21, 2016—**Brock made the motion to approve the minutes as submitted with a second by Rice. Motion carried.

**Guest and Public Comments—**None.

**Agenda Items for Discussion/Action:**

**New Business**

**1.      Executive Limitations**

Motion was made by Fowler to accept the ED’s Report as submitted with a second by Camara. Motion was carried. ED’s Report is on file as presented and found to be in compliance with Board expectations. See letter from Sandee Winchell requesting feedback from our board on the Community and Family Support System Task Force Final Report and Recommendations. Fowler moved that a letter of approval be sent to Ms. Winchell. Members wanting to comment specifically on any recommendation should send letter to ED by January 6, 2017. Camara seconded. Motion was carried.

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

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

**2. Governance Process**

 **a. Asset Protection Page 13**

Motion was made by Fowler to accept this policy as written in the manual with a second by

 Camara. Motion was carried.

 **b. Board Monitoring Summary Report of November 2016**

Fowler distributed the report. Report was very positive.

**Old Business**

**1. December Board Compliance Monitoring Tool Completion**

Board members were given the monitoring tool by Fowler to evaluate the ED’s and the Board’s

 performance this meeting. Summary Report will be submitted at the next meeting.

**Announcements/Acknowledgements—**ED has worked on a Training Draft. He gave a copy of the draft to members for further review and requested to give him feedback by noon Wednesday if we had any suggestions.

**Next Proposed Meeting Date: Due to Martin Luther King Holiday on Monday, Brock moved that our next meeting be Tuesday, January 17, 2017 @ 5:30 with a second from Fowler. Motion carried.**

Brock moved for adjournment with a second by Camara. Motion carried.

Respectfully Submitted,

**Deanna L. Fowler**

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Secretary