**Northwest Louisiana Human Service District (NLHSD) – Region 7**

Minutes of the Regular Meeting of Monday, July 16, 2012 @ 5:30 p.m.

1525 Fairfield Avenue; 5th Floor Conference Room – Shreveport, LA

The regular monthly meeting of the Board of Directors of the NLHSD was held on **Monday, July 16, 2012 at 5:30 pm**. The meeting was called to order by Marcelle Slaughter at 5:48 p.m. Invocation was offered by Morgan Johnson. Pledge of Allegiance was led by Chris Nolen.

**Roll Call In Attendance**: Morgan Johnson, Njeri Camara, Roland Pippin, Wanda Brock, Marcelle Slaughter, and Chris Nolen. Dee Fowler joined the meeting via teleconference at 6:30 pm. Absent: Jennifer Partain, Fred Jones, Margaret Lowery, Barbara Marshall, and Ora Rice. DHH Staff present: Russell Semon Public: Reece Middleton of the LA Assoc. on Compulsive Gambling, Bobbie Thompson, LACG, Monica Sullivan, Education Specialist with Families Helping Families Region 7, and Aaron Allen (Many)

**Additions/Deletions to the agenda** – No quorum/No action.

**Adoption of the Agenda** – No quorum/No action

**Guest and Public Comments – DHH Liaison Report,** Russell Semon offered that all board members have now been seated; Region 7 has a fully constituted board. He has not yet received the letter, but has heard that the District passed Phase I of the Readiness Assessment. Board members completed travel authorization requests for the 2012-13FY. Documents to be completed for the 2011-12FY retroactive reimbursement. Documents will be sent to members electronically. Board to decide whether mileage will be reimbursed monthly, quarterly or annually.

**Approval of the Minutes of June 18, 2012** - No quorum/No action

**Agenda Items for Discussion:**

1. **Introductions of New Board Members –** Mrs. Wanda Brock and Mr. Morgan Johnson briefly shared background information about work experience and service on the board. Mrs. Brock is the parent of a child with mental illness; Mr. Johnson is an advocate with previous board experience on the Council on Alcoholism and Drug Abuse; and the Louisiana Association on Compulsive Gambling.
2. **Report of Board Orientation –** Camara reported that three members (Johnson, Marshall and Rice) attended the Board Orientation session held on July 9. The session was facilitated by Vice Chair, Fred Jones, with review of the enabling legislation which provided the necessary overview for the bylaws and the governance manual. Camara and Semon were also in attendance. In review of the Orientation process to ensure steps were followed, the Secretary will create a form necessary to sign-off on steps as completed. Chair Slaughter paired the following board members to serve as mentor/mentee for continued orientation: Lowery-Rice; Fowler-Marshall; Nolen-Johnson; and Camara-Brock.
3. **Strategic Planning** – It was noted that according to the Governance Manual Strategic Planning is not up for discussion at this time. Camara commented she was aware of that fact; however, it was placed on the agenda to satisfy the concerns of Board member Fowler regarding the need to begin the strategic planning process. Regional Managers of the Program Offices of OBH and OCDD will be asked to attend the August 20 meeting and present more detailed information about trends, services. The Board focus on the Strategic Planning will be review of the priorities the District wants to be accomplished (ENDS); the detailed strategic plan for the District will be based on the operational plan that produces the budget request (MEANS).

**Old Business –** Russell Semon distributed copies of the hiring process utilized in Central Louisiana for the Executive Director Position. Members are to take the document, review, comment, tweak for final adoption at the August 20 meeting. The Job Description has been adopted with some technical modifications/changes forthcoming. The board to decide whether a search committee is selected or the entire board serves as a committee of the whole.

**Comments/Observations –** Members completed Board Monitoring tool.

**Next Meeting Date** - regular monthly schedule is **Monday, August 20, 2012, @ 5:30 p.m**.

**The meeting adjourned at 7:20 p.m.**

Respectfully submitted, Njeri Camara, Secretary