

MINUTES OF THE MEETING
FOR
GOVERNOR'S ADVISORY COMMITTEE
ON EQUAL OPPORTUNITY

August 28, 2009 @ 9:00 A.M.

Present: Richard Chambers, Chairman; Gayle Raby, Executive Director; Josie B. Harris and Dennis Blunt

Mr. Chambers called the meeting to order. Ms. Raby distributed copies of the previous meetings minutes, member information forms and updated member list to all members present. Ms. Raby distributed a summary of information which included information on the following:

Annual Budget: The annual budget was approved for quarterly meetings for the Advisory Committee. Meetings will begin in October 2009 for discussions on 2009-2010 budgets. We will request at that time for the Advisory Committee to meet monthly. The Deputy Undersecretary and the Deputy Commissioner of Management and Finance discussed several options for meetings. We were cautioned about conference calls and all members must agree if meeting without filing expense reports.

Advisory Board Regulation: The Deputy Commissioner of Management and Finance, Ms. Shirley Bowler, upon review of Title 22:32 had determined that regulations should have been established when legislation was drafted and the Governor's Advisory Committee was established. Therefore, she request that Minority Affairs long with the Advisory Board assist Attorney Dominique Sam (DOI Attorney) to implement regulations to make sure we were in compliance with Title 22:32 B.

Office of Risk Management Info: A letter was sent to the Office of Risk Management requesting information on State Insurance. The enclosed CD was received and copies were made for all board members. Also, enclosed is a list of insurance coverage for all state agencies, boards and commissions.

Minority Affairs Survey: Minority Affairs sends a survey to all companies licensed in the State of Louisiana every two years. This year approximately 3000 surveys were sent out. We've received about 250-300 answered back. That's less than 10%. Information obtained in the survey is used in the DOI's Annual Report and with assistance with employment and contacting producers. We would like to update the survey and discuss why's to get a more positive response. (Example: using ranges instead of direct questions) Again, we were asked to have the Advisory Committee review and give feedback.

Policy and Procedures: Minority Affairs and Attorney Ron Henderson, board attorney are currently preparing policies and procedures for the board members to insure that ethnic guidelines, rules and regulations are in place and followed. Upon completion the policy and procedures they will be distributed to each member.

The next quarterly meeting was not scheduled will be announced at a later time. Mr. Chambers and Ms. Raby decided to meet individually with members to continue operations.

All information was distributed to each absent member.

Meeting Adjourned.

Governor's Advisory Board
On Equal Opportunity
Richard L. Chambers, Chairman