**NORTHEAST DELTA HUMAN SERVICES AUTHORITY (NEDHSA)**

**Minutes August 12, 2014**

OUACHITA PARISH HEALTH CENTER

1650 DESIARD St, Monroe, LA 71201

COMMUNITY MEETING ROOM

**5:30PM\***

Meeting was called to order by Chairperson, Alisa Lear. A roll call was conducted and a quorum was met. Prayer was led by James Mobley

Persons Present: Alisa Lear, Terri Spence, James Mobley, Dr. Gene Tarver, Lorraine C. Reed, Joyce Brazzel, Mike Shipp, Lakeisha Powell, Charlie Trimble, Kathy Waxman, and Melba Sandifer.

Persons Absent: Leslie Durham, Dr. E. H. Baker, Anna Toston-Edwards, Chuck Halley, and Thelma Merrells.

**Adopt Agenda** *:* A motion was made by Joyce Brazzel and seconded by Kathy Waxman that the agenda be accepted. Motion passed unanimously*.*

**Adopt Minutes**A motion was made by Terri Spence and seconded by Mike Shipp that the minutes be accepted with updates to the attendance section of the minutes. Motion passed unanimously.

**OWNERSHIP LINKAGE** - Recognition of Guests: Ms. Laura Nettles and her daughter Sarah Nettles were present.

**BOARD EDUCATION/ ENDS Items for DISCUSSION**

 Discussion to see if ENDS STATEMENTS are still current OR if they require update:

A discussion was held and the board agreed that no update is currently required to the ENDS STATEMENTS.

**BOARD EDUCATON**: Addressed under Board Management DELEGATION

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS**

**ED** – Treatment of Consumers:

 Dr Sizer reported that there is in place policy related to treatment of consumers and that policy is being followed. There are no complaints being looked at by his office and the latest consumer satisfaction surveys reflect a positive view of the agency.

**ENDS Focus of Grants or Contracts**

Both the board and Dr Sizer are very interested in seeking grants or contracts that will increase the resources available to us in order to improve and increase services/programs in this region. No contracts have been entered into that fail to emphasize primarily the production of ENDS and, secondarily, the avoidance of unacceptable MEANS.

Dr. Sizer has been searching for a grant writer whose fee will be paid from successful grants.

**Financial Condition and Activities:** Discussion re: need for repair for roof at Columbia. The board members had an opportunity to review the ED report prior to tonight’s meeting and no concerns were raised.

**BOARD** –

**Global ENDS Statement**: See above comments re: ENDS STATEMENTS.

**BYLAWS Vote**  The updated BYLAWS were provided prior to tonight’s meeting by E-mail and a written copy was reviewed again by board members tonight. A motion was made by Gene Tarver, and seconded by Terri Spence to accept the BYLAWS as written. Motion passed unanimously.

**Board Management DELEGATION** –

 **Board Training/Self Education** – report from Kathy Waxman

Ms. Waxman indicated she had heard from a few members regarding their training needs. The majority expressed interest in on line (You-Tube?) types of training, rather than staying later at our meetings. We have difficulty in our current meeting space with staying after 7pm. We can look again at the Library and ask to be put on their calendar. Board members are encouraged to contact Kathy Waxman regarding their training issues if they have not already done so. Some comments received prior to tonight’s meeting include: training by staff prior to board meeting, tele training, “super speaker” , and education regarding board being more involved in the agency’s community presence.

**Agenda Planning** (July/August/September) this will be carried over to September.

**Board Liability Insurance** – Report from Alisa Lear. Ms. Lear contacted a local insurance agent and received information from him regarding our liability and the different types of coverage we might need. Mr. Shipp indicated that the state should provide some type of liability coverage for the Board as a public entity. Dr. Sizer volunteered to obtain information from DHH regarding the types of coverage provided by legal counsel for the state. We will then be in a position to compare the coverage from both the private contractor and the state liability coverage.

**Monitoring**

ED (no items)No discussion

 BOARD (no items)No discussion

**Information Requested by Board**

Letter crafted as a response to organizations seeking assistance –attached.

 Ms. Lear provided a copy of the above referenced letter. Motion was made by James Mobley and seconded by Lakeisha Powell to accept the letter as written. Motion passed unanimously.

Governance Manual available: The Governance Manual has been provided prior to tonight’s meeting by E-Mail and a paper copy, along with a binder, was made available to everyone tonight.

**EXECUTIVE SESSION** A motion was made by Mike Shipp and seconded by Gene Tarver to go into executive session. Motion passed unanimously.

Adjournment

Next Meeting Scheduled – **September 9, 2014**