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

**Board Meeting MINUTES**

**October 17, 2017**

**NEDHSA Administrative Offices**

**2513 Ferrand Street, Monroe, LA 71201**

**5:46PM**

**Call to Order -**Meeting called to order by Michael Shipp and prayer was led by Dr. Sizer.

A quorum was met.

**Adopt Agenda***:* AMotion was made by Alisa Lear and seconded by Yvonne Lewis to approve /accept the Agenda. Motion passed unanimously.

**Adopt Minutes of September 12, 2017:**AMotion was made by Latanya Whiteside and seconded by Yvonne Lewis to approve/ accept the Minutes. Motion passed unanimously.

**Board Members**

 **Present:**Dr. E. H. Baker, Mike Shipp, Latanya Whiteside, Yvonne Lewis and Alisa Lear.

**Absent:** Thelma Merrells

**Northeast Delta HSA Staff present**: Dr. Monteic Sizer and Tennille Terry

**Ownership Linkage-Recognition of Guests**: None

**Public Comment Period – No Comments**

**BOARD EDUCATION/ ENDS Items for DISCUSSION-**

**Upcoming Events/Community Action –** The Faith Summit held in Ruston, Louisiana on October 3, 2017, was a success. Dr. Sizer attended and was one of the featured keynote speakers at the Louisiana Primary Care Association’s annual meeting in October at Lake Charles, Louisiana.

NEDHSA and the Louisiana Primary Care Association are co-applicants of a recent federal SAMHSA grant submission to address the opioid crisis in an integrated way in northeast Louisiana. NEDHSA and LDH-OBH are partnering on a region wide opioid crisis initiative. This federal grant would allow for a f/t peer position and a p/t coordinator position.

NEDHSA’s clinic in Winnsboro, Louisiana opened in October and will be open 5 days per week. Increased service demands prompted this development. The *Prescription Take-Back* program has been a success and a new, permanent drop box will be installed at the Monroe Police Station on Wood Street this month. Also, NEDHSA will host a *Prescription Take Back Day* in Tallulah on October 28th.

Dr. Sizer will participate in a regional Mayors’ meeting on October 18 in Madison Parish. NEDHSA’s Prevention Section will kick off regional *Red Ribbon* and *Orange Ribbon*, alcohol and drug awareness efforts in October.

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS**

### Executive Director

**Monthly ED – Report –**. Dr. Sizer commented that wraparound services provided in an integrated approach continue as a main strength. Discussion of prison support programs is also indicated with the prevalence of dual diagnosis within the system, affecting the communities receiving and supporting untreated persons. Focusing on educational/school settings and expanding into religious settings have strengthened NEDHSA’a efforts in the community. AMotion made by Yvonne Lewis and seconded by Dr. E.H.Baker to approve / accept the ED report as submitted Motion passed unanimously.

**Monthly Fiscal Report – A** Motion made by Dr. E. H. Baker and seconded by Latonya Whiteside to approve / accept the Fiscal report as submitted. Motion passed unanimously.

**Financial Planning & Budgeting/Financial Condition and Activities –** *With respect to the actual, ongoing financial condition and activities, the ED shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Ends policies.*

NEDHSA’s FY17-18 appropriated budget is $13,920,578. Our SGF = $9,847,946. Our IAT =

$3,298,788. Self-generated = $773,844. We had the legislature more accurately reflect our self- generated funding number, $773,844.

**Treatment of Staff –** There are no EEOC claims, or grievances filed for NEDHSA or its staff. Additionally there are specific policies and procedures in place should grievances be filed. The policies and procedures are managed by NEDHSA Human Resources and Corporate Compliance. State Civil Service also monitors for compliance. The Board Chairperson will be advised of any grievances rising to the level requiring Board input.

**Board –**

 **Global Linkage** – No changes indicated for the Governance Manual

 **Unity of Control** - No changes indicated for the Governance Manual

 **Accountability of the Executive Director** - No changes indicated for the Governance Manual

 **Delegation to the Executive Director** - No changes indicated for the Governance Manual

 **Appoint Nominating Committee for Board Officers** – The Board, as a whole, will serve as the nominating committee. Members will vote at the November Board Meeting on current slate of four offices

**BOARD MANAGEMENT** – Ongoing

* Board Development/ Parish Outreach
* Board Members Terms/Renewal of Appointments- *Efforts continue to pursue and obtain members from all parishes.*
* Travel Forms due MONTHLY

**ADJOURN –** A motion was made to adjourn by Yvonne Lewis, and seconded by Dr. Baker.

**Next Meeting –** **November 14, 2017 - 5:30 pm, Ouachita Parish Health Unit**