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

**Minutes May 12, 2015**

**Ouachita Parish Health Unit – Community Room**

**Desiard Street, Monroe, LA 71202**

**5:30PM**

**Call to Order**Meeting was called to order and a quorum was met. Prayer was led by Charlie Trimble.

**Adopt Agenda:**AMotion was made by James Mobley and seconded by Lorraine Reed to approve /accept the Agenda. Motion was passed unanimously.

**Adopt Minutes of March 10, 2015:**AMotion was made by Melba Sandifer and seconded by James Mobley to accept March minutes as presented. Motion passed unanimously.

**Adopt Minutes of April 14, 2015:**AMotion was made by Lorraine Reed and seconded by Joyce Brazzel to accept April Minutes as presented. Motion passed unanimously.

**Board Members present:**

Dr. E. H. Baker, Thelma Merrells, Lorraine Reed, Joyce Brazzel, Mike Shipp, James Mobley, Lekeisha Powell, Melba Sandifer,  Charlie Trimble, Lenard Chuck Halley, Alisa Lear and Kathy Waxman.

**Absent Board Member:** Terri Spence

**Ownership Linkage-Recognition of Guests**: No guests

**Northeast Delta HSA staff members**: Dr. Monteic Sizer and Delores Harris

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

**Upcoming Events/Community Action:** Dr. Sizer mentioned the Delta Solution Summit to be held in late October. It will be anchored in certain categories and this has come about because of a Magellan seed grant. There will candidates there to speak on what they will try to accomplish and more details to come.

Dr. Sizer reported we are preparing clients for questions which will be asked about financial information required due to third party billing.

There will be a meeting facilitated by Joyce Brazzel and Mike Shipp held with the Third Judicial District judges, Sheriffs and the District Attorney offices from Union and Lincoln parishes at the Ropp Center on May 15, 2015.

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS –**

**ED – May Report Submitted 05/05/15**

A Motion was made by Michael Shipp and seconded by Joyce Brazzel to accept the ED report as submitted by Dr. Sizer. Dr. Sizer also reported that the psychiatrist was hired that will work 3 days a week. Updated census data was provided to board by Dr. Sizer for fiscal years 2012-13 and 2013-2014.

**Financial Condition and Activities** – A Motion was made by Mike Shipp and seconded by Joyce Brazzel to accept the ED report as documentation that Executive Limits were not exceeded by Dr. Sizer. Motion was passed unanimously.

**Strategic Plan/Initiatives:**

Update from workgroup on 5 year plan – Plan created by Dr. Sizer and staff. This plan will be in effect for 5 years and is due in Baton Rouge by June 1, 2015.

**Copy of ED succession Plan:** Board received plan from Dr. Sizer and it concurs with Governance manual

**Request to ED from April Board Meeting:**

 **Update on Psychiatric coverage for region (ongoing) -** Hired psychiatrist for three days a week

 C**hanges in Programming/Resources due to Consumer Need/ Financial Restrictions**

 Not in terms of this fiscal year but legislature is still in session to try and find additional revenue. Dr. Sizer said this is subject to change due to current legislative negotiations.

**BOARD**

Chairperson’s Role – Board approved current Role description with no changes.

Code of Conduct/Ethics Training Completion Certificate/ Conflict of Interest – Board Members turned documentation in to Delores a proof of tasks completed.

Board Members’ Self Evaluation– Self-Evaluations completed and Alisa will share collated information next month

Board Members Terms - Joyce Brazzel will contact Police Jury in each parish and get copies of appointment letters and report back to the members

Ed Performance Evaluation – Motion was passed unanimously to go into Executive session to discuss comments received and performance during last year. AMotion was made by Kathy Waxman and seconded by James Mobley. Motion passed unanimously.

**Board Management DELEGATION (ongoing work) –**

Board Development – Successful April 17th Training Session in Ruston

**MONITORING -**

Personnel Financial Disclosures were to be submitted by the 05/15/15 deadline - All board members have submitted the disclosure either by mail or provided to Delores Harris to be faxed to meet the due date.

Final Travel Forms 2014-15 due at June 9, 2015 Board Meeting – Fiscal years ends June 30, 2015 The absolute last date to accept travel reimbursement requests if July 2015.

**Information Requested by Board –**

Opinion from LA Ethics Board re: annual personal financial submissions/documentation –

Letter that they received request wanted to verify whether authority was given to ED by the board or by statue. We are still waiting on final response*.*

**EXECUTIVE SESSION**

Adjourn - *Next Meeting –* ***June 9, 2015 -*** *Ouachita Parish Health Unit – Community Room*