

**Region IV Acadiana Area Human Services District**

**Board Meeting-Tyler Mental Health**

**302 Dulles Drive**

**April 23, 2012**

**Members Present:** Georgie Blanchard, Claude Devillier, Gwen Klorer, Charles Labbe, Butch McHugh, Mary Neiheisel, John Pitre, Bryan Vidrine

**Absent:** Kay Marcel, Patricia LaBrosse

**Others:** Brad Farmer, Richard Landry, Daniel Leger

Agenda Item	Discussion	Action
Call to Order		George McHugh, Chair at 6:30 p.m.
Roll Call	Eight board members personally present.	
Quorum	Eight board members personally present.	Quorum announced.
Introductions	No new introductions.	
Agenda/Amendments	Mr. McHugh, chair, asked for additional agenda items.	Agenda approved.
Minutes of January 23, 2012	G. Klorer/Bryan Vidrine moved/seconded approval of minutes of February 27, 2012	Minutes approved
Report from Ex. Dir, Brad Farmer	Discussed meetings in Baton Rouge with various personnel in HR. Discussed the progress of the Policy and Procedure Manual. Presented each member a copy of the manual and explained the organization. The major portion of the manual is policies and procedures through 16.1. Other materials after 16.1 are documents related to an overview of the district and outcomes management. Gave explanations of various policies and answered questions from board members.  Gwen Klorer/C. Labbe moved and seconded the acceptance of the manual with two weeks (by May 7,	

Agenda Item	Discussion	Action
	<p>2012) to make any suggestions or critiques of the manual to B. Farmer.</p> <p>M. Neiheisel commended B. Farmer on his accomplishments and the manual he has produced.</p>	<p>Motion approved unanimously.</p> <p>Board concurred.</p>
Unfinished Business	B. Farmer, Executive Director, discussed the employment of a CFO.	<i>(On May 2, B. Farmer emailed to board members the position available form with the job description of the CFO.)</i>
Updates/Announcements	Richard Landry gave a brief report.	
Next Meeting Date	Discussion regarding 4 <sup>th</sup> Monday meeting date which is Memorial Day. Group decided to change date to May 21, 2012.	<p>May 21, 2012. 6:15 p.m.</p> <p>Location: Tyler Mental Health Center-302 Dulles Drive</p>
Next Meeting Agenda Items	CFO	
Adjournment	J. Pitre/G. Klorer moved/seconded adjournment of meeting.	Meeting adjourned at 7:40 p.m.
Secretary		Mary B. Neiheisel