

May 8, 2014  
Central LA Human Service District Board Meeting Minutes  
Office of Public Health Conference Room, Alexandria, LA

**Members Present:**

|                  |                |               |
|------------------|----------------|---------------|
| Egan Jones       | Harry Foster   | Sharon Pugh   |
| Bob Westmoreland | James Sprinkle | Sondra Redmon |
| Clarence Hymon   | Ron Carr       |               |
| Edwina Ricks     | Roseada Mayeux |               |

**Members Absent:**

Tommy Davis

**Guests:**

|                |                |                |
|----------------|----------------|----------------|
| Bart Liles     | Donna Capps    | Mel Fetter     |
| Becky Craig    | Joseph Buzetta | Robert Rayford |
| Chauncey Hardy | Karin Shrader  | Victor Dennis  |
| Crystal Hurt   | Kathy Pflipson |                |
| David Brocato  | Lizz White     |                |

**I. Call to Order**

The meeting was called to order at 5:30 pm by Chair James Sprinkle.

**II. Read and Approve May Meeting Agenda  
Solicit Public Comment Requests**

A copy was provided to all in attendance. James read aloud the agenda for the board meeting. He then announced if anyone had any questions or comments to be addressed and that the public comments forms were available on the sign-in table and the form is to be given to the chair during the meeting and requests would be addressed toward the end of the board meeting. James then asked for a motion to accept the May, 2014 agenda. Roseada made a motion to add “a vote for vice chair” to the agenda. Roseada motioned to accept the board meeting agenda with the requested change with a second motion by Clarence. Jim asked for any comments from the board or public. No comments received. All board members were in favor and none opposed. Motion carried.

**III. Consent Agenda**

April Board Meeting Minutes

James confirmed that all board members had received the April 2104 Board minutes via email and had reviewed them. James then asked for a motion to accept the April Board Minutes. Ron motioned first to accept the board minutes with a second motion by Sharon. Jim asked for any comments from the board or public. All board members were in favor and none opposed. Motion carried.

**IV. ED Report / Financial Report**

1. ED Monthly Report

Egan read his report to board members and public. Egan then requested a Resolution from the Board for Public Bid Laws, Title 38. After discussion and clarification of the Resolution being the first three lines only of the handout, Sondra made the motion to approve the Resolution and it was seconded by Roseada. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

Egan then asked for Bart Liles to report on Handout #7: Qualifying Steps for Applying for SAMSHA Grants and the progress so far. Bart also gave update on current Parish Assessments project and how a tool is being generated to gather information from the parishes.

## 2. Financial Report

Egan informed the board members that due to IT problems at the Executive Offices, there is no Financial Report to review. But as soon as Karin can retrieve the information and generate the report it will be emailed to all board members.

## V. Policy Reviews/Special Orders

### 1. Executive Limits

#### a. II. F. Emergency ED Succession

Bob presented his report on this Executive Limit. Normally, the Executive Limits are reviewed and presented by Egan, but there are two Executive Limits that are Board Direct Inspections. A copy of the report was provided to the board members. Bob found the board was in compliance with the policy. Time was allowed for discussion. A motion to accept the Board Committee Principles report was made first by Roseada with the second motion made by Clarence. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

### 2. Governance Process

#### a. III. F. Chairperson's Role

Sondra presented her report on the policy. A copy of the report was provided to the board members. Sondra found the board was in compliance with the policy. Time was allowed for discussion. A motion to accept the Chairperson's Role report was made first by Ron with the second motion made by Bob. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

## VI. Board Business

### 1. Board Development/Training Topic

**Speaker, Mel Fetter, Compass Health, Pathways Community Health**

(April and May topics) Funding sources: Medicare/Medicaid and Other sources of income.

### 2. Board Member Self-Assessments Distributed

All board members present turned in their self-assessment form to Jim. Jim will review these and the findings at the next board meeting.

### 3. Report from Committee to review policy, procedure, etc. in regards to resignations and/or "upward placement" of existing officers

Committee: Roseada, Edwina, Jim. Jim reported this committee met via teleconference.

a) Edwina read the committee's report on Policy III. B. Governance Style review. At this time the committee found no changes to be made to this policy. A motion to accept the review of the policy with no changes was made first by Bob and seconded by Sharon. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

- b) Roseada read the committee's report on the review of the By Laws. A copy of the proposed change to the By Laws was provided to the board members. The change applies to "Article V" only. The change is adding a number 5 as printed below:

***5) Board Officer Removal or Resignation(s) Special Elections:***

- a) In the event a member of the board who serves as an officer resigns a special election shall be held. This will take place as quickly as deemed prudent and the new officer shall serve the remainder of the term. A Nominating Committee will be appointed by the Chair. After nominations by the Nominating Committee have been placed before the members, the chairperson shall call for nominations from the floor. Nominations from the floor must be made and seconded by voting members in good standing, and consented to by the nominee.*
- b) Voting: Ballots shall be provided to the board members present and there shall not appear on such ballot anything that might tend to identify the person who cast such ballot. The Chairperson shall appoint a committee to count the ballots.*

A motion to accept the review of the By Laws with the proposed changes was made first by Ron and seconded by Clarence. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

- c) Roseada read the committee's report on the review of Board Recruitment and Succession Planning procedure. A copy of the proposed change to the procedure was provided to the board members. The change applies to "Succession Planning" section. The change is adding a number 3 as printed below:

***3. In the event an officer of the board resigns or is removed, a special election shall be held as soon as possible to elect a member to serve out the remaining term of the office vacated. A Nominating Committee, appointed by the Chair, will place a nomination before the board for consideration. The Chairperson shall call for nominations from the floor. Nominations from the floor must be made and seconded by the voting members of the board in good standing, and consented to by the nominee. Ballots shall be provided to the board members present and there shall not appear on such ballot anything that might tend to identify their person who cast such ballot. The Chairperson shall appoint a committee to count the ballots.***

A motion to accept the review of Board Recruitment and Succession Planning procedure with the proposed changes was made first by Sharon and seconded by Ron. Jim asked for any comments from the board or public. No comments were received. All board members were in favor and none opposed. Motion carried.

4. Report from Committee for replacement of Vice-Chair officer

Committee: Sharon, Harry, Jim

Harry reported the committee met via teleconference and agreed to nominate Bob Westmoreland for the office of Vice-Chair.

Ballots were handed out to the board members to vote for the Vice-Chair Officer. Jim asked for any nominations from the floor. None were submitted. Lizz White, HR Director, collected the ballots and handed them to the Chair. There were 8 votes for Bob and one voted no. Bob was elected at Vice-Chair.

Through the action of the vote for the vacant Vice-Chair officer, it has now created a vacant Secretary Officer...

Harry reported the committee agreed to nominate Tommy Davis for the office of Secretary.

Ballots were handed out to the board members to vote for the Secretary Officer. Jim asked for any nominations from the floor. None were submitted. Lizz White, HR Director, collected the ballots and handed them to the Chair. There were 8 votes for Tommy and one voted no. Tommy was elected at Secretary.

In accordance with the amended By-Laws that were previously vote and approved, these two new officers will serve the remainder of the current term which is until July, 2014.

5. Verify Financial Disclosures – Tier 2.1

Clarence, Sondra and Sharon signed the signature page. Tommy spoke with Crystal earlier in the day and said he would come by the Executive offices next week to sign.

6. Update on Reappointments of board members

- Harry Foster – letter received form police jury; reappointed for July 2014 thru June 2017.
- Bob Westmoreland – letter received form police jury; reappointed for July 2014 thru June 2017.
- Edwina Ricks – will check to see when she is on the Agenda for Grant Police Jury.
- Ron Carr – minutes received; reappointed until July 2017.

7. Update on Tommy Davis’ Governor’s appointment

Letter received from Governor; reappointed until 4/7/2016.

**VII. Next Month**

1. Policy to be reviewed: III. E. Agenda Planning

*Reference procedure*: Notice of Meetings and Posting of Meeting Minutes

Jim asked for a volunteer to review policy and procedure and report at June meeting. Sharon volunteered.

**VIII. Questions/Comments As Solicited**

**IX. Announcements**

Jim reminded the board members the next meeting is June 12, 2014.

Roseada thanked Lizz and Crystal for all their work and assistance they provide to the board.

Edwina informed everyone about the new Grant Community Health Center, FQHC center. This will provide counseling, dental, x-ray, lab and exam services.

Jim welcomed Lavasso Monk to the meeting. He will be filling the Rapides Parish vacancy. The Policy Jury will be voting on his appointment soon.

Bob thanked Clarence for bringing the refreshments and asked other board members to sign up to bring for the future months.

**X. Adjournment**

A motion was made by Ron and seconded by Clarence to adjourn the meeting. No comments or discussion from the board members or public. Motion carried. Meeting was adjourned at 6:45 pm.