**Governance Board Meeting Agenda**

**June 1, 2023**

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:05pm noting a quorum was present. The meeting was held at the Office of Public Health Region V Administration Office.

II. ROLL CALL

1. William Sommers, appointed by Governor Edwards
2. Melanie Sarro, appointed by Governor Edwards
3. Braylon Harris, appointed by Governor Edwards
4. William Johnson, appointed by Allen Parish
5. Linda Storer, appointed by Beauregard Parish

Absent

1. Aaron LeBoeuf, appointed by Calcasieu Parish
2. Penny Champion, appointed by Cameron Parish
3. Kristen Cassidy, appointed by Jefferson Davis Parish

EXECUTIVE STAFF PRESENT

a. Tanya McGee, Executive Director

b. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

No guests present at the meeting.

IV. APPROVAL OF MINUTES

Board members received the May minutes prior to the meeting. Linda Storer requested a motion to approve the May minutes. Melanie Sarro motioned and William Sommers seconded. May minutes unanimously approved.

V. APPROVAL OF AGENDA

Linda Storer requested a motion to approve the agenda. Melanie Sarro motioned and William Sommers seconded. Agenda unanimously approved.

VI. BOARD MONITORING

1. Agenda Planning

The board is responsible for setting, revising and approving all board agendas. The policies are set to be reviewed within designated meeting monthly agendas according to the Governance Policy manual, which ensures all policies are reviewed and correlate with the ENDS statement. When reviewing the policy in detail the board noticed a few changes needed. Linda Storer made a motion to change line two of Agenda Planning to state, “the cycle will start at the beginning of the fiscal year and the board will make any changes to the existing agenda throughout the year as needed.” Line items two A and B will be removed from the policy. Linda Storer motioned and Melanie Sarro seconded.

1. Cost of Governance

Tanya McGee reviewed the policy with the board. This policy entails what it costs the board to function as a governing body. Tanya presented the annual expenses report for the 2022-2023 Fiscal Year. The report included board travel and cost of lunches. Tanya noted the report did not include the expenses associated with the Board training which occurred in 2022. Kristen Arville will update the report and send to the board.

1. Vote for Officers

Tanya McGee informed the board it’s time to vote for officers. Before the board opened up the floor for nominations Tanya reviewed the current slate of officers.

Linda Storer – Chair

Melanie Sarro- Vice Chair

Kristen Cassidy – Secretary

Aaron LeBoeuf – Treasurer

Tanya mentioned Kristen Cassidy is currently the Secretary and will be completing her second term September 2023. Nominations began for all officers. William Sommers made a motion to keep all current officers excluding Kristen Cassidy. All current officers accepted. It was noted during the meeting, Aaron LeBoeuf was asked before the meeting if he’ll accept a nomination for Treasurer. He stated he would accept the nomination. William Sommers nominated Braylon Harris for Secretary. Braylon Harris accepted. Linda Storer called for a motion to accept all nominations. William Sommers motioned and Melanie Sarro seconded.

1. Executive Session to discuss ED Merit

Prior to entering executive session, the board was provided with information on Executive Director salaries and credentials across the state. Tanya McGee noted a correction to the report. Lisa Schilling with South Central Louisiana HSA has retired and replaced by Kristen Bonner. Lisa Rhoden with Jefferson Parish HSA retired and replaced by Rosanna Dichiro. Linda Storer made a motion to enter into executive session to discuss ED merit at 12:42pm and Melanie Sarro seconded. Tanya McGee and Kristen Arville excused themselves from the meeting at this time.

The open meeting reconvened at 12:51pm. Linda Storer made a motion to come out of executive session and Melanie Sarro seconded. Linda Storer thanked Tanya McGee and expressed appreciation for the work that she does. The board used the Executive Director Evaluations filled out by Executive Management Team to evaluate Tanya’s performance. The board encouraged Tanya to read the evaluations. The board voted to give Tanya a 6% salary increase effective July 15, 2023. Linda Storer called for motion. William Sommers motioned and William Johnson seconded. Tanya McGee accepted the increase and thanked the board.

VII. EXECUTIVE DIRECTOR REPORT

1. Update on Broad Street Building

The RFQ will be posted May 12th – June 14th. Currently three investors are interested in the project. A question/answer session with ImCal and CSRS will be held for all potential interest.

1. Update on Beauregard Opioid Settlement Funds & ISC Implementation

ImCal met with the Beauregard Sheriff’s Office in regards to the Opioid Settlement Funds they are to receive. ImCal will be providing trainings to officers, NARCAN, and promotional/media.

ImCal met with the Beauregard District Attorney’s office regarding implementation of the Inter-agency service council in Beauregard parish. The next step is to get the Beauregard Parish School Board engaged with the program.

1. Hepatitis C Screening & Treatment via Pete

ImCal along with the Office of Public Health Region V and the SWLA Community Care Resource Center will work together to provide Hepatitis C screening and treatment to the community. Community hotspots were determined and services will be provided in ImCal’s medical mobile unit. William Johnson suggested the possibility of bringing the screenings/treatment to the jail system. Ms. Linda discussed providing this service in rural areas. Tanya will discuss possibilities and report back to the board.

1. Hurricane Preparedness Planning

ImCal is in the process of finalizing hurricane preparedness plans. Michael Carter is working closely with OPH Region V, ESF-8, and GOHSEP. ImCal divisions/units are reviewing plans set in place, and facilities. Braylon Harris asked if the new ImCal building will be able to withstand a hurricane with minimal damage? All construction will be according to code, but Tanya will consult with the architect on the project to see if anything additional is needed.

VIII. NEW BUSINESS

IX. NEXT MEETING **- 7/6/2023**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. William Sommer motioned and William Johnson seconded. Meeting adjourned at 1:31pm.