**Governance Board Meeting Minutes**

**November 2, 2023**

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:03 p.m. noting a quorum was present. The meeting was held at the Office of Public Health Region V Administration Office.

II. ROLL CALL

Present

a. William Johnson, appointed by Allen Parish

b. Penny Champion, appointed by Cameron Parish

1. Melanie Sarro, appointed by Governor Edwards
2. Braylon Harris, appointed by Governor Edwards
3. Linda Storer, appointed by Beauregard Parish
4. Aaron LeBoeuf, appointed by Calcasieu Parish
5. Katie Guinn, appointed by Jefferson Davis Parish

Absent

a. William Sommers, appointed by Governor Edwards

Executive Staff Present

1. Tanya McGee, Executive Director
2. Jenny Mills, Deputy Director
3. Debbie Bass, Administrative Assistant

III. INTRODUCTION OF GUESTS

No guests present at the meeting.

IV. APPROVAL OF MINUTES

Board Members received the October minutes prior to the meeting. Linda Storer requested a motion to approve the October minutes. Penny Champion motioned and Melanie Sarro seconded. October minutes approved.

V. APPROVAL OF AGENDA

Linda Storer requested a motion to approve the agenda. Aaron LeBoeuf motioned and Katie Guinn seconded. Agenda approved with no changes.

VI. BOARD MONITORING

1. Discuss Holiday Socials

Board Members will receive an invitation to the ImCal Employee Christmas Party on December 1, 2023 at the Governor’s Mansion on Broad Street.

The Board Holiday Social will be held during the December Board meeting. ImCal will provide the meat and Board Members may bring a side dish or dessert.

1. November 9, 2023 HSIC Meeting in Baton Rouge

One of the items in the legislation is that LDH has to hold an annual meeting and invite LGE Board Members to attend and do a brief presentation. Melanie Sarro and Katie Guinn will be attending along with Tanya who will prepare the presentation. The meeting is from 9:00 a.m. to 1:00 p.m. with lunch provided.

VII. EXECUTIVE DIRECTOR REPORT

1. Communication with and Support of the Board

The policy was reviewed in detail with the board. It is to be reviewed annually. This policy details what the Executive Director (ED) shall not do and outlines how the ED shall support the Board. It was recommended that the word “consent” be removed from 9. to read as follows: “9. Fail to supply for the agenda all items to be delegated to the ED yet required by law or contract to be board-approved, along with the monitoring assurance pertaining thereto.” Board approved the change.

1. Monitoring of Executive Director Performance

The policy was reviewed in detail with the Board. It is to be reviewed annually. This policy refers the process of monitoring the ED job performance. ImCal’s Executive Management Team (EMT) completes evaluations every year in May and the Board reviews them at the June meeting. The Board may consider a performance adjustment based on the evaluation. Tanya reviewed the Performance Evaluation Process for the ImCal HSA Executive Director with the Board. The evaluation covers four main areas: Work Performance, Behavior, Likability, and Goals. No changes to this policy.

1. Update on Broad St. Property

ImCal met with the City and Parish and they are waiting to see what the State will do to assist ImCal with funding for the new building. An email was sent to Senator Mark Abraham setting out all the information regarding the Broad Street property. Tanya has a phone call scheduled with Senator Abraham and After the call, a meeting will be set up with the Calcasieu Parish Trust Authority and Donald Brinkman with CSRS, our consulting company.

ImCal was waiting to reach out to LDH regarding the building until after all information had been received from City, Parish and State regarding funding, etc. In the meantime, LDH reached out to ImCal because they are at the point where some State entities have to make decisions on leased offices and, Tanya explained to LDH where ImCal is in the process.

1. RFA for Child/Youth Crisis Services

Medicaid approved additional behavioral health crisis response services and sent out

Request for Application (RFA) throughout the State for agencies to become crisis response providers. The original RFA was for the 18+ population and did not serve children and youth. The Office of Behavioral Health has sent out another RFA for children and youth. ImCal has our CART (Child Adolescent Response Team) program that has 24-hour crisis lines and a mobile team that can respond to a crisis that has been funded by the mental health block grant. Inasmuch as ImCal provides these services, we have applied to be the crisis response provider for child/youth in our area. With Medicaid reimbursement, we would offset some of the mental health block grant which currently funds CART to fund other programs as well.

1. Allen Parish Behavioral Health Move

As of November 1, 2023, the Allen Parish Behavioral Health Clinic will be co-located with the Allen Parish Public Health Unit in Oakdale.

VIII. NEW BUSINESS

IX. NEXT MEETING **12/07/2023**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. Will Johnson motioned and Linda Storer seconded. Meeting adjourned at 12:56 p.m.