**Governance Board Meeting Minutes**

**December 7, 2023**

I. CALL TO ORDER

Linda Storer called the meeting to order at 12:02 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. William Sommers, 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. Braylon Harris, appointed by Governor Edwards

Executive Staff Present

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

III. INTRODUCTION OF GUESTS

1. Kristen Cassidy

IV. APPROVAL OF MINUTES

Board Members received the November minutes prior to the meeting. Linda Storer requested a motion to approve the November minutes. Penny Champion motioned and William Sommers seconded. November minutes approved.

V. APPROVAL OF AGENDA

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

VI. BOARD MONITORING

1. Report out on HSIC Board Meeting in Baton

Melanie Sarro and Katie Guinn attend with Tanya McGee. They stated that the meeting was very informative, showcasing each Region’s accomplishments as well as discussions on types of hardships that Regions are experiencing. Tanya will organize notes and provide to the Board.

1. Board Member Terms

The original legislation that created LGE’s was drafted in 2008 and at that time, Board Members could serve 2 consecutive terms of 3 years each. All legislation was re-drafted in 2017 and changed it to 3 consecutive terms of 3 years each. After discussion, Linda Storer requested a motion to amend the ImCal Board of Director By-Laws as follows:

“Section 4. Directors

4.2 The Board of Directors . . . All subsequent appointees shall serve terms of three (3) years but may not serve more than three (3) such terms.”

Melanie Sarro motioned and Penny Champion seconded. Motion approved.

1. Recognition of Kristen Cassidy – Jeff-Davis Representative

Tanya presented a plaque to Kristen Cassidy and thanked her for her service on the Board from 2017 – 2023.

VII. EXECUTIVE DIRECTOR REPORT

1. Asset Protection

The policy was reviewed in detail with the Board. It is to be reviewed annually. Tanya explained the process of ImCal’s moveable property being placed back into the State of Louisiana system, thus an Imcal Moveable Property report is not available at this time. Once the move into the new system is complete, a report will be presented to the Board. After discussion, Linda Storer requested a motion to amend number 7 on the Asset Protection Policy as follows:

“7. The Board will maintain all necessary and appropriate director and office insurance coverage under the Louisiana Office of Risk Management.”

Melanie Sarro motioned and Penny Champion seconded. Motion approved.

1. Developmental Disability Division Director

James Lewis, Developmental Disability Division Director, is retiring January 5, 2024. Tanya thanked him for his years of service. Dr. Scott Meche has been hired and begins December 18, 2023.

1. Update on Behavioral Health Pipeline Project with McNeese

This grant will help with recruitment strategies at McNeese and provide funding for ten paid internships per year for the next three years, totaling 30 paid internships. The intent is to build a Behavioral Health Pipeline and encourage students working on licensure to work and stay in the SWLA area. An agency that takes in a student for their internship, will also get paid a stipend. This process will begin in January for the Spring 2024 Semester. A part-time Grant Coordinator position is also funded to coordinate all aspects of the program. ImCal and McNeese are currently conducting interviews for the position.

1. LA Bridge – Statewide Implementation

The LDH Office of Public Health is utilizing some of their opioid grant money to hire a statewide LA Bridge Coordinator. ImCal is to interview and select the person who will be initially housed in Region 5. That person will be trained on our local LA Bridge program and prepare them to implement the program statewide.

1. Update on Broad Street

Tanya went over the updates of building, the numbers to build/finance and funding requests that were made. Due to new administration, we are in a “holding pattern” for another year because we cannot guarantee appropriations in the FY 26 budget. At this time, without a commitment from LDH or the legislature, we cannot commit to the 3-story building. Plan B is the possibility of a1-story building just for ImCal. The developers & consultants state that this may not be our best option due to cost of building and the loss of our economy to scale which we would have received with a multi-story building.

Our 3rd option is renovation of an existing building. This was the original plan in 2021 but there were no buildings available at the time post hurricane. The building that ImCal is currently interested in the old Children’s Museum in downtown Lake Charles, 3-stories with 24,000 square feet. This would be an ImCal building to house ImCal offices with additional space for lease. No investor funding would be needed for ImCal to afford the building. The Board agreed for Tanya to look into this option and information will be compiled and presented at the next Board Meeting. If we need to make an offer prior to the January Board meeting, then Tanya will call for an emergency board meeting.

VIII. NEW BUSINESS

IX. NEXT MEETING **1/04/2024**

X. ADJOURNMENT

Linda Storer requested a motion to adjourn the meeting. Penny Champion motioned and Melanie Sarro seconded. Meeting adjourned at 1:19 p.m.