Governance Board Meeting

4105 Kirkman Street

Lake Charles, Louisiana 70607

December 2, 2021

Minutes

I. CALL TO ORDER

Betty Cunningham called the meeting to order at 12:18pm noting a quorum was present. The meeting was held at ImCal HSA Behavioral Health Division in Lake Charles.

II. ROLL CALL

1. Betty Cunningham, appointed by Governor Edwards
2. Melanie Sarro, appointed by Governor Edwards
3. Linda Storer, appointed by Beauregard Parish
4. Aaron LeBoeuf, appointed by Calcasieu Parish
5. Angela Jouett, appointed by Cameron Parish

Absent:

1. Kristen Cassidy, appointed by Jefferson Davis Parish
2. William Sommers, appointed by Governor Edwards

NOTE: Allen Parish seat is vacant.

EXECUTIVE STAFF PRESENT

1. Tanya McGee, Executive Director
2. Jenny Mills, Deputy Director
3. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

Betty Cunningham introduced one guest, Corlissa Hoffoss.

IV. APPROVAL OF MINUTES

Board members received November minutes prior to the meeting. Betty Cunningham

requested a motion to approve the November minutes. Melanie Sarro motioned and

Linda Storer seconded. November minutes unanimously approved.

V. APPROVAL OF AGENDA

Betty Cunningham requested a motion to approve the agenda. Linda Storer motioned and Aaron LeBoeuf seconded.

VI. BOARD MONITORING

a. Status Update on ImCal HSA strategic plan, Selected Initiatives

Tanya McGee presented the Fiscal Year (FY) 2022 Business Plan to the board. She informed the Louisiana Department of Health has a strategic plan, however, the business plan was developed in addition to the strategic plan to exclusively focus on goals related to ImCal HSA at the operational level. The plan starts at the beginning of each fiscal year and each of the Executive Management Team (EMT) creates goals they would like to work on for the year. The FY22 Business plan was explained to the board in detail covering goals for all units/divisions including Behavioral Health, Community Services, Corporate Compliance, Developmental Disabilities, Fiscal, and Human Resources. Betty Cunningham requested a motion to accept the FY22 Business Plan in its entirety. Linda Storer motioned and Aaron LeBoeuf seconded.

b. Allen Parish Representative

Tanya McGee informed the board, the Allen Parish position filled by Rita Cole is up for reappointment. Rita Cole informed Tanya McGee she will not be fulfilling a second term. Ms. Cole served as the representative for Allen Parish with professional expertise in addictive disorders. Tanya McGee told the board she thanked Rita Cole for her time served with ImCal and she will be working with the Allen Parish Police Jury to select an appropriate candidate for the Allen Parish position.

c. Thank You presentation

Tanya McGee presented Corlissa Hoffoss with a plaque for her dedication and service to the ImCal Board of Directors. She has served with the ImCal board beginning in 2015 and has seen ImCal through a multitude of accomplishments. She served as a governor appointee and part of her last term as the Board Chair. Tanya McGee thanked Corlissa Hoffoss for her service and wished her well in future endeavors.

VII. EXECUTIVE DIRECTOR REPORT

a. Asset Protection

Tanya McGee reviewed the policy with the board and has no recommended changes at this time. The Asset Report was presented to the board. Tanya McGee gave the board a summary overview of ImCals assets. The report only includes moveable property over $1000 and all IT equipment. As of December 1, 2021, moveable property is 311. Total cost is $518,036.34. ImCal was originally with the LPAA system and then moved to Asset Works. ImCal may move back to LPAA due to the ease of tracking property. There was a brief discussion in regards to depreciation. Aaron LeBoeuf explained to the board it is difficult to get an exact percentage in regards to depreciation because the assets and their depreciation are all different. Betty Cunningham asked about the loss of property at the Tower. Tanya explained that there is no loss show b/c the furniture has not been scrapped or surplussed. An adjustor from the Office of Risk management has been to the Tower and documented the property loss and will still have to decide what’s considered damaged, surplus, etc. ImCal has five years from the date of Hurricane Laura to receive reimbursement. Aaron LeBoeuf asked about recoverable depreciation. Jenny Mills explained the money won’t be received till the items are replaced. The furniture which is still in good condition at the Tower will be moved to storage or will go to one of ImCals Behavioral Health clinics.

b. Region V OPH Update

Tanya McGee, Dr. Lacey Cavanaugh and Senator Mark Abraham met with Secretary Courtney Phillips to discuss the possibility of moving some public health services under the district. Dr. Phillips wants to investigate this possibility. A series of meetings with officials at the Office of Public Health will be held to discuss specific programs and how they will be contracted and managed. Tanya McGee will keep the board up to date on this, and notify if any new information becomes available.

VIII. NEW BUSINESS

IX. NEXT MEETING-**1/6/2022**

X. ADJOURNMENT

Betty Cunningham requested a motion to adjourn the meeting. Melanie Sarro motioned and Linda Storer seconded. Meeting adjourned at 1:03pm.