**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, April 20, 2020**

**Zoom Conference Call Number (888) 788-0099, Meeting ID: 254 060 0349**

Called to Order: By George Sewell at 5:30pm

Roll Call: George Sewell, Kristi Copeland, Fletcher Carter, Gary Conlay, Ora Rice and Reece Middleton were present. Matthew Linn was absent. Wanda Brock was excused. Bienville and Governor Appointee #2 have no board representative at this time. A quorum of 6 out of 10 present board members was confirmed by George Sewell, Board Chair. Doug Efferson, Executive Director, was present. Njeri Camara and Marcelle Slaughter called in shortly after the meeting started.

Welcome/Special Guest/Introductions: Janet Miller with LACG was welcomed by George Sewell.

Approval of Agenda: Moved by Ora Rice to accept the agenda with the Executive Director Evaluation/Pay moved to the first agenda item, seconded by Kristi Copeland, and unanimously approved with the changes.

Executive Director Evaluation/Pay: George Sewell motioned the board go into executive session for HR issues, seconded by Reece Middleton, and unanimously approved. George Sewell motioned the board come out of executive session, seconded by Reece Middleton, and unanimously approved.

Approval of the Minutes for March 26, 2020: Moved by Reece Middleton, seconded by Ora Rice, and unanimously approved without any changes.

Guest and Public Comments: Janet Miller with LACG informed the Board of her positive experience with Laura Graves and Doug Efferson who have been very supportive of LACG by recognizing their services as essential and supporting their efforts through the Covid-19 response.

Executive Limitations: Doug Efferson gave a summary of his written report on the Financial Conditions & Activities, Communication and Support to the Board, and Compensation and Benefits. It was noted that the District’s Covid-19 response will continue through the end of April with the possibility of normal operations not continuing until the middle of May. A brief discussion was held regarding changes in the Board travel payment process and the board was informed that Dr. Robin Hogue, Medical Director, turned in her resignation. Ora Rice moved to accept the report, seconded by Gary Conly, unanimously approved without any policy changes.

Board Business: George Sewell led a review of the ENDs Statement and Board Compliance Committee Principles policies. Gary Conlay moved to accept the policies without change, seconded by Ora Rice, and unanimously approved. George Sewell requested Nominating Committee volunteers and appointed Njeri Camara, Ora Rice, and Fletcher Carter to the committee. George Sewell presented the Executive Director Evaluation/Pay committee recommendation of a 4% merit increase effective July 1, 2020. Ora Rice motioned to approve the merit increase, seconded by Kristi Copeland, and unanimously approved by the Board. The March Board Compliance Monitoring Summary Report was reviewed and accepted. The April Board Compliance Monitoring Tool was to be completed by email and sent to Doug Efferson for summary. The next meeting date was agreed to be on Monday, May 18th, 2020 at 5:30pm.

Announcements/Acknowledgements: None.

Adjournment: George Sewell moved to adjourn the meeting at 6:05pm, seconded by Gary Conlay, and unanimously approved.

Minutes Prepared by George Sewell, Board Chair