**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**Monday, December 16, 2019**

District Office Large Conference Room, 1310 North Hearne Avenue, Shreveport LA 71107

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

Invocation: By Fletcher Carter

Pledge of Allegiance: Led by Reece Middleton

Welcome/Special Guest/Introductions: George Sewell welcomed Ronda Watts with LACG.

Roll Call: George Sewell, Njeri Camara, Fletcher Carter, Ora Rice, Matthew Linn and Reece Middleton were present. Kristi Copeland and Gary Conlay were excused. Wanda Brock was excused but listened in by phone. 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 Matthew Linn, Board Secretary. Doug Efferson, Executive Director, was present. Marcelle Slaughter arrived at 6:00pm.

Approval of Agenda: Moved by Fletcher Carter, seconded by Ora Rice, unanimously approved without any changes.

Approval of the Minutes for October 21, 2019: Moved by Reece Middleton, seconded by Fletcher Carter, unanimously approved without any changes.

Guest and Public Comments: None.

Executive Limitations: Doug Efferson gave a summary of his written report on the Financial Conditions & Activities, Communication and Support to the Board, Financial Planning/Budgeting and Asset Protection. It was noted that the Many clinic should re-open in January and the district will be doing some social media advertising starting in January. Doug Efferson reported the Ransomware attack on state computer systems did not impact the district servers or payroll and informed the Board of recent communications with Representative Cox regarding the Home and Community-Based Services Setting Transitional Plan by LDH. Njeri Camara moved to accept the report, seconded by Fletcher Carter, and unanimously approved without any policy changes.

Governance Process: George Sewell led a review of the Board Job Description policy. Njeri Camara moved to accept the policies without change, seconded by Reece Middleton, and unanimously approved without any policy changes.

Board Business: Matthew Linn gave a summary of a November discussion with a group of our contracted services providers regarding how residents of transitional housing in area neighborhoods should be treated as any other neighbor and not treated as a separate or special group of individuals. They encouraged Mental Health First Aid training for neighborhood associations and the public in general but cautioned about developing or promoting activities that specifically singled out such residents for special interaction or treatment. Matthew Linn expressed his concern that property owners with proper mental health 101 education can be unpaid assistance to residents of transitional housing and that the District should do all it can to provide training to these caring property owners. Doug Efferson gave a summary of a November presentation by Gloria Lott, the district Finance Director, on how the additional funding allocated to the District for this fiscal year is being allocated. The October Board Compliance Monitoring Summary Report was reviewed and accepted. The December Board Compliance Monitoring Tool was completed by all present board members. The Board voted to move the next meeting to Tuesday, January 21st at 5:30pm to avoid meeting on Martin Luther King Day.

Announcements/Acknowledgements: None.

Adjournment: Njeri Camara moved to adjourn the meeting at 6:38pm, seconded by Fletcher Carter, and unanimously approved.

Minutes Prepared by Matthew Linn, Board Secretary