

Northwest Louisiana Human Service District (NLHSD) – Region 7
Minutes of the Meeting of Monday, March 17, 2014 @ 4:30 p.m.
1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA

The meeting of the Board of Directors of the NLHSD was held on **Monday, March 17, 2014 at 4:30 pm**. The meeting was called to order by Secretary Njeri Camara at 4:40 p.m. Invocation was offered by Njeri Camara. Pledge of Allegiance was recited by all.

Roll Call In Attendance: Njeri Camara, Sam Thornton, Wanda Brock, Ora Rice, Deanna Fowler, Chris Nolen and Barbara Marshall. Absent: Fred Jones and Marcelle Slaughter. Vacant: Bienville, Claiborne and Natchitoches. District Staff: Doug Efferson and Wendy Goad. Members of the public present: Reece Middleton, Janet Miller, Johniece Whitehead, Betty Simms, Andrew Twyman and Karen Rice.

Mr. Sam Thornton is the newly appointed board member representing Bossier Parish. Mr. Thornton currently works for the Bossier Sheriff's Department, past 40-year military veteran, and former supervisor at Horseshoe and Margarettaville Casinos.

Additions/Deletions to the Agenda. Moved by Nolen, 2nd by Brock to amend the agenda to move item "3.b. Board Retreat" to the first item under "New Business"; add "3.c. ED Performance Evaluation" and change "3.d" to "3.b. Board Monitoring Tool, March 2014." **Motion carried.**

Approval of the Agenda. Moved by Brock, 2nd by Nolen, to adopt the agenda as amended. Ayes: Thornton, Camara, Brock, Rice, Fowler, Nolen and Marshall. Nays: None.

Approval of the Minutes of February 17, 2014. Moved by Brock, 2nd by Rice to postpone adoption of the Minutes of February 17, 2014. **Motion carried.**

Guest and Public Comments: Reece Middleton, Executive Advisor of the Louisiana Association on Compulsive Gambling, introduced and presented the new Executive Director, Janet Miller.

Agenda Items for Discussion/Action:

New Business

1. **Board Retreat** – Facilitated by Board Member Rice which netted the following: Fowler expressed there is a need for access to transportation, school counseling is limited; and the need for mental health shelters has increased. Brock shared there is limited access for children and youth; the District should work collaboratively to ensure that services for individuals in the community are enhanced. Janet Miller stated there is a lack of knowledge about the type of services that are available and the District should to more to support small nonprofit service providers. Marshall expressed the developmental disability services are not determined fairly; respite is always needed and the one in the community that had no waiting list has lost funding and will be closing on March 31. Slaughter reported there is a lack of knowledge about the services that are available and there has been a reduction in services. Andrew Twyman commented there has always

been limited money, but he wants to be ensure that the best system of care to serve people with mental illness is put together, further admonishing the board to pay attention to providers of services to ensure they are providing the services they say they do. Board Retreated ended at 6:15 p.m.

2. Executive Limitations – Official Executive Director Report on file with secretary and available for public inspection; also available for viewing through NLHSD Dropbox

- a. Financial Conditions and Activities – No non-appropriated funds were collected this month. YTD Expense Report provided for board review, discussion and approval. DHH-HR reporting category errors were corrected and report now accurately reflects YTD expenses. No real property was acquired, encumbered, or disposed of in violation of state and federal law. Third-party billing has been initiated using Clinical Advisor billing. ICANotes has been approved for purchase and training has begun with an expected to go-live date by May 1.

Communication and Support to the Board - No Board compliance issue to report. No board concerns received regarding ED communication methods, clarity of information presented, or communications to individual board members. All agenda items needing board approval have been submitted appropriately for such approval. Hiring Freeze directives have been released from the Division of Administration. The district has two full-time positions posted and four vacant positions on hold until self-generated funds are increased. The NLHSD public forum was held Thursday, February 27th on Substance Abuse Prevention an Treatment (SAPT) Block Grant funding. Board members Deana fowler and Chris Nolen were in attendance along with 26 participants and presenters. A communication was sent to all Representatives and Senators of our nine-parish service area explaining the impact of the FY 2014-2015 state-mandated budget reduction imposed on our District.

Moved by Camara, 2nd by Brock to accept the ED Report as in Compliance with the Governance Policy Manual. **Motion carried.**

3. Governance Process.

- a. Board Monitoring Summary Report February, 2014. To be deferred again as some responses were not received from board members. .

4. Board Business

- a. Board Member Terms, letters to parish authorities – letters sent
- b. Board Monitoring Tool for March, 2014 –
- c. ED Performance Evaluation – **moved by Nolen, 2nd by Brock to go into Executive Session. Motion carried. Moved by Nolen, 2nd by Rice** to reconvene the meeting.

Old Business - None

Announcements – None.

Next Meeting Date – Moved by Camara, 2nd by Brock to set the next meeting date for **Monday, April 21, 2014. Motion carried.**

Adjournment - Moved by Brock, 2nd by Camara to adjourn at 6:56 p.m.

Respectfully submitted, *Njeri Camara*, Secretary