**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**May 15, 2023**

1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA

Called to Order: By Matthew Linn at 5:43pm

Invocation and Pledge of Allegiance: Led by Matthew Linn

Roll Call: Trudie Abner, David Hoey, Don Pledger, Matthew Linn and Kristie Copeland were present. Carolyn Carter was absent. Bienville, Desoto, Natchitoches, Red River, Sabine, and Governor Appointee #3 have no board representative at this time. A quorum of 5 out of 6 board members confirmed by Kristie Copeland, Board Secretary. Doug Efferson, Executive Director was present.

Approval of Agenda: Moved by David Hoey to approve the agenda, seconded by Don Pledger, and unanimously approved.

Approval of the Minutes for April 17, 2023: Moved by Don Pledger to accept the minutes as presented, seconded by Trudie Abner, and unanimously approved.

Guest and Public Comments: The board welcomed five visitors to the meeting.

Louisiana Association on Compulsive Gambling – 988 Report: Janet Miller, Andrew Ameen, Gregory Below and Rhonda Watts gave an update on the growth of their gambling helpline and the addition of 988 to their call center services. The Board thanked them for the update and asked about the possibility of 988 taking calls from 911. Janet Miller informed the board that currently there are legal issues preventing this from occurring.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, and Emergency Executive Director Succession policies. Of note was the follow-up information provided to the board regarding notification of the Secretary of State when board members resign and a written response from Janet Miller regarding a February 23rd conversation. In addition, the Board reviewed the Accountability Plan (AP) monitoring done on our four clinics and the summary scores showing they were exceeding standards. Doug Efferson also informed the Board of an interview given to 318 Forum Magazine for a special interest article which should be in their next issue highlighting our 10th anniversary as a District. Doug Efferson informed the Board that the Executive Director Succession plan is current and that Gloria Lot, Finance Director, and Michele Impson, Human Resource Director are kept informed of all Executive Director activities and are ready to assist if needed. David Hoey moved to accept the ED Board report, seconded by Trudie Abner, and unanimously approved without any policy changes.

Board Business: Matthew Linn led a review of the Board Member’s Code of Conduct and Conflict of interest policy. Don Pledger motioned to accept the policy without any changes, seconded by David Hoey, and unanimously approved. David Hoey presented the Executive Director Evaluation Committee Report to the board, recommending Doug Efferson, Executive Director, be given a 4% merit increase, effective July 15th, contingent on the rest of the staff being given merit raises as well. Don motioned to accept the report as presented, seconded by David Hoey, and unanimously approved. Matthew Linn then motioned that the full board approve the 4% merit increase for Doug Efferson, Executive Director, effective July 15th, contingent on the rest of the staff being given merit raises as well. David Hoey mad the motion, seconded by Kristie Copeland, and unanimously approved. Matthew Linn stated he would take care of appointing a nominating committee, then led a brief discussion on the need for Board members to complete their annual online Ethics training, submit their Tier 2.1 financial disclosure form, and submit a completed conflict of interest form to Doug Efferson. The April Board Compliance Monitoring Summary Report was reviewed and accepted. The May Board Compliance Monitoring Tool was completed and given to Doug Efferson for summary. The next meeting date/time was agreed to be June 19, 2023 at 5:30pm.

Announcements/Acknowledgements: None.

Adjournment: David Hoey moved to adjourn the meeting at 6:30pm, seconded by Kristie Copeland, and unanimously approved.

Minutes Prepared by Kristie Copeland, Board Secretary