**Northwest Louisiana Human Service District (NLHSD)**

Meeting Agenda for

**Monday, May 16, 2016 @ 5:30 p.m.**

1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA 71107

**Call to order** Chair Fowler called the meeting to order at 5:50 PM.

**Invocation** Member Camara gave the invocation.

**Pledge of Allegiance** All participants said the Pledge of Allegiance.

**Welcome** Chair Fowler welcomed all present.

**Roll Call Quorum Present**

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| --- | --- | --- | --- |
| Bienville-Randy McKinney Excused | Bossier-Jeanette Edmiston Excused | Caddo-Njeri Camara Present | Claiborne-Christon Cupp Excused |
| DeSoto-Fred JonesExcused | Natchitoches-Sandy Wiggins Present | Red River-Wanda BrockPresent | Sabine-Marcelle Slaughter Present |
| Webster-Ora Rice Present | Gov.-Deanna Fowler Present | Gov.-Barbara Simpson Absent | Gov.-Chris Nolen Present |
| Staff ED-D. Efferson Present |  |  |  |
| Guests-  |  |  |  |

**Approval of Agenda** A motion by Camara to approve the agenda was carried.

**Approval of the Minutes of April 18, 2016 NLHSD Meeting** A motion by Brock to approve the minutes of the April 18th, 2016 meeting carried.

 **the Minutes of April 18, 2016 NLHSD Retreat Meeting** A motion by Brock to approve the minutes of the April 18, 2016 Retreat carried.

**Guest and Public Comments: None**

**Agenda Items for Discussion/Action:**

**New Business**

**1.    Executive Limitations** A motion by Brock to accept the ED report as presented carried.

 **a.  Communication and Support to the Board Page 14**

 **b. Financial Condition & Activities Page 7**

 **c. Emergency Ex. Dir. Succession Page 12**

 **d. Status Update on NLHSD Strategic**

 **Plan Selected Initiatives**

**2. Governance Process**

 **a. Chairperson’s Role Page 18** A motion by Camara to accept the policy as printed in the Governance Manual carried.

**b. Board Member’s Code of Conduct/ Page 19 A** motion by Brock to accept the policy as printed in the Governance Manual carried.

 **Conflict of Interest Form** All present have turned in the Conflict of Interest Form.

 **c. Board Monitoring Summary Report April 2016.** A motion by Camara to accept the Board Monitoring Summary Report for April 2016 was carried.

**3. Board Business**

 **a. Annual Ethics training (On-line training -- now due)** Chair Fowler extended the date to 5/16/16.

**b. Annual Financial Disclosure Statement (Form 417, Tier 2.1 to State Board of Ethics by May**

 **16 Meeting)** The Disclosure Statement Form was discussed.

1. **Present Slate of Officers by Nominating Committee** Camara present for the Executive Council the following recommended slate of Officers for 2016-2017:
* President-Chris Nolen
* Vice President-Njeri Camara
* Secretary-Dee Fowler
* Treasurer-Jeanette Edmiston
1. **Signing of Conflict of Interest forms for those not present last month** Fowler discussed the need for those not present at the April meeting to sign the Conflict of Interest Forms.

**4. Old Business**

1. **May 2016 Board Compliance Monitoring Tool Completion/Board Member Self Evals. Distrib**

The Governance Manual identifies May as Self-Evaluation Month, however, our practice is to complete monthly self-evaluation forms. The May Board Compliance Monitoring Tool was distributed and completed by all members in attendance.

**Announcements/Acknowledgements**

**Next Proposed Meeting Date: Monday, June 20, 2016 @ 5:30 p.m.**

**Adjournment** A motion by Brock to adjourn the meeting at 6:40 PM carried.