**Governance Board Meeting Minutes**

**Northwest Louisiana Human Services District**

**October 16, 2023**

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

Called to Order: By Trudie Abner at 5:32pm

Invocation and Pledge of Allegiance: Invocation led by David Hoey. Pledge by Trudie Abner.

Roll Call: Crystal Rabo, David Hoey, Karisma Jones, D. McCoy, and Trudie Abner were present. Don Pledger and Kristie Copeland were excused. Bossier, DeSoto, Natchitoches, Sabine, and Governor Appointee #1 have no board representative at this time. A quorum of 5 out of 7 board members confirmed by David Hoey, Board Secretary. Doug Efferson, Executive Director was present.

Approval of Agenda: Moved by David Hoey to amend the agenda to state Wendy McDowell, not Wendy Goad as guest speaker, seconded by Karisma Jones, and unanimously approved. Moved by David Hoey to approve the agenda as amended, seconded by Karisma Jones, and unanimously approved.

Approval of the Minutes for September 18, 2023: Moved by Crystal Rabo to accept the minutes as presented, seconded by David Hoey, and unanimously approved.

Guest and Public Comments: Rhonda Watts with LACG and Wendy McDowell with NLHSD Behavioral Health were welcomed to the meeting.

Presentation by Wendy McDowell on Behavioral Health Services: Wendy McDowell reviewed the findings in the 2022-2023 Behavioral Health Services Annual Performance Analysis Report. Emphasis was placed on business function, strategic planning, behavioral health goals, health and safety, and other performance results. Also noted was the District being awarded another 3-year CARF Accreditation Survey and being recognized for achieving 97.8% compliance with the 1,291 individual CARF standards surveyed. The Board congratulated Wendy on the high standards being achieved.

Executive Limitations: Doug Efferson gave a summary of his written report on Financial Conditions & Activities, Communication and Support to the Board, and Treatment of Staff. Of note was the planned transition from having our own non-retail pharmacy to having Genoa lease our pharmacy space and operate a closed retail pharmacy. Doug Efferson reported that the contract has been signed and Genoa is working on a renovation plan to make use of the existing pharmacy space. Doug Efferson noted that Genoa will expand pharmacy services to include insured clients, employees, and contract staff while also maintaining the provision of behavioral health medications to our uninsured clients. Trudie Abner asked what would happen with our existing pharmacist. Doug Efferson stated our staff pharmacist will have the option to retire when Genoa takes over or our District will have to do a layoff plan for the delimiting of the one position. Doug Efferson believes the transition will take two to three months. Crystal Rabo moved to accept the ED Board report, seconded by D. McCoy, and unanimously approved without any policy changes.

Board Business: Trudie Abner led a review of the Global Linkage and Unity of Control policies. A brief discussion was held regarding the need for the Board to be unified in board actions and communications. Karisma Jones motioned to accept the policies without any changes, seconded by Crystal Rabo, and unanimously approved. Trudie Abner informed the board of the need to approve the use of an additional $6,409.60 in Non-Appropriated funds for the purchase of the Chrysler Pacifica due to a cost increase for FY24. David Hoey motioned to approve the use of an additional $6,409.60 in Non-Appropriated funds for the purchase of the Chrysler Pacifica, seconded by Crystal Rabo, and unanimously approved. D. McCoy took her Oath of Office. The September Board Compliance Monitoring Summary Report was reviewed and accepted. The October Board Compliance Monitoring Tool was completed and given to Doug Efferson for summary. The next meeting date/time was agreed to be November 20, 2023 at 5:30pm.

Announcements/Acknowledgements: None.

Adjournment: David Hoey moved to adjourn the meeting at 6:29pm, seconded by Crystal Rabo, and unanimously approved.

Minutes Prepared by David Hoey, Board Secretary