Northwest Louisiana Human Service District (NLHSD) – Region 7

Minutes of the Regular Meeting of

Monday, March 12, 2012

5:30 p.m.

1525 Fairfield Avenue; 5th Floor Conference Room – Shreveport, LA

The regular monthly meeting of the Board of Directors of the NLHSD was held on **Monday, March 12, 2012 at 5:30 pm**. The meeting was called to order by Marcelle Slaughter at 5:35 p.m.

**Roll Call In Attendance**: Jennifer Partain, Njeri Camara, Margaret Lowery, Fred Jones, Roland Pippin, Marcelle Slaughter, Jerri Lee, Dee Fowler, and Chris Nolen. Absent: David Melville. DHH Staff present: Russell Semon

 **Approval of the Minutes of February 6, 2012** as presented. Moved by Nolen, seconded by Lee to approve the Minutes of February 6, 2012. **Unanimously approved**.

**Chairman’s Report/Comments** – Correction was made that the reference on the agenda should be “Chairman’s” report as opposed to “President.” Red River Parish has selected Debra Zimmerman to serve as their representative. She is to be confirmed by the Police Jury and should be at the next regular HSD Board meeting. Njeri Camara reported being approached by Barbara Marshall at the Community Forum expressing her interest in serving on the Board. Therefore, Njeri recommended Ms. Marshall to serve as the third Governor Appointee. Ms. Marshall has a master degree in Criminal Justice; she is currently a PhD student at Texas Southern; and her work experience has included financial auditing responsibility with the Caddo Sheriff’s office for about five years and a supervisory position in the Finance Department Revenue Division for the City of Shreveport. The Caddo Commissioner will submit Ms. Marshall’s name for approval by the Commission for confirmation by the Governor. Njeri will forward Ms. Marshall’s resume to the Caddo /Commission. Ms. Jerri Lee indicated that she has the name of an individual, Ora Rice, whom she has identified to take her place as the Webster Parish representative.

Mileage reimbursements will be retroactive; however, the reimbursement cannot be completed until after successful passage of the Phase I Readiness Assessment. Members are to mapquest mileage from their home to the meeting place.

**Review of Community Forum –** Russell reported that Kliebert and Speier believed the board did not exhibit the confidence it needed to reflect competence is passing the RA. There was a little trouble with the delivery, staying on point with the agenda, and actual presentation assignments. Attendance from the community standpoint was not good. Need additional follow-up to media outlets in the future. All meeting agendas will be forwarded to Russell for posting in the State Building and onto the Boards and Commission’s state website. Shortfalls were noted for future quality.

**Phase I Readiness Assessment** – Kliebert and Speier stated the board is not ready for the RA on March 26th. In other Regions, the Officers were required to participate in RA I. Other members of the board who are willing may all participate in Phase I. The expectation is that the entire board is competent to answer any of the RA questions.

With respect to **Other Timeline Adjustments**, the RA will be pushed back. There needs to be other processes established prior to the RA. **Next meeting dates will be March 26, April 16, and April 30** same time and place.

**Moved by Chris Nolen, seconded by Dee Fowler** that two ad hoc committees be appointed, one to address the Orientation Process for new board members (who will train, when it will be done, what will be covered) and one to address Stakeholder Input (forums, when, where, how). Chris Nolen, Margaret Lowery and Dee Fowler to develop a draft Orientation Process; and Jennifer Partain, Jerri Lee, and Fred Jones to develop a draft for the process of obtaining Stakeholder Input. Each committee to report back on March 26. **Unanimously approved.**

All future agendas will include **Board Self-Assessment** as a mechanism to ensure that we are following policy and doing what is incumbent upon the Board based on the policy manual.

**Review of RA questions.**

No other business to be conducted, Moved by Partain, seconded by Camara for adjournment. Unanimously approved. **The meeting adjourned at 7:00 p.m.**

Respectfully submitted, Njeri Camara, Secretary