



## **PUBLIC MEETING NOTICE**

The Executive Committee of The Bridge Center for Hope will hold an Executive Committee meeting as shown below:

DATE: January 14, 2021

TIME: 1:00 PM – 2:00 PM

LOCATION: Zoom Meeting

<https://us02web.zoom.us/j/84114905960?pwd=OEE4WVRIYjkvcENjMmp3VWZYVzBWdz09>

Meeting ID: 841 1490 5960

Passcode: 180905

Phone: 346-248-7799

**The public is invited to attend.**

Notice has been made of this meeting, through publication and via internet, to comply with the “Louisiana Open Meetings Law”.

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Charlotte Claiborne, Bridge Center for Hope  
Executive Director



## EXECUTIVE COMMITTEE MEETING

January 14, 2021

1:00 PM – 2:00 PM

Zoom Meeting

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### AGENDA

I.	CALL MEETING TO ORDER	Patrick Seiter
II.	PUBLIC COMMENT ON AGENDA ITEMS	Patrick Seiter
III.	EXECUTIVE COMMITTEE	Patrick Seiter
	A. For Action: Approval of Minutes of the Executive Committee meeting held November 17, 2020	
	B. For Discussion: Unanimous Consent for Service Agreement	
IV.	FINANCE COMMITTEE	Sharon Robinson
	A. For Discussion: 4 <sup>th</sup> Quarter Summary	
V.	COMMUNITY RELATIONS	Charlotte Claiborne
VI.	RI UPDATE	Charlotte Claiborne
VII.	UNFINISHED BUSINESS	Patrick Seiter
VIII.	NEW BUSINESS	Patrick Seiter
IX.	ADJOURN	Patrick Seiter

APPROVED



## EXECUTIVE COMMITTEE MEETING

November 17, 2020  
12:00 PM – 1:00 PM  
Zoom Meeting

<https://us02web.zoom.us/j/82416251310?pwd=Z2lyTjFWMTNob2dIUVVnay9SWTFjQT09>

Meeting ID: 824 1625 1310  
Passcode: 342933  
Phone: 346-248-7799

### MINUTES

#### I. CALL MEETING TO ORDER

The meeting was called to order at 12:02 PM. Executive Committee members who participated virtually were Kathy Kliebert, Charles Abboud, Murphy Paul, and Lauren Crump.

Also participating virtually were Charlotte Claiborne from the Bridge Center for Hope and Blake Paterson from The Advocate.

#### II. PUBLIC COMMENT ON AGENDA ITEMS

Ms. Kliebert asked if any member of the public would like to comment on the agenda. After hearing no request to comment, Ms. Kliebert proceeded with the agenda as written.

#### III. EXECUTIVE COMMITTEE

- A. For Action: Approval of Minutes of the Executive Committee meeting held September 8, 2020

Ms. Kliebert reviewed the minutes of the Executive Committee meeting held on September 8, 2020. **On a motion by Lauren Crump and a second by Chief Murphy Paul, the Executive Committee unanimously approved the Executive Committee meeting's minutes on September 8, 2020.**

#### IV. NOMINATING COMMITTEE

- A. For Discussion: Board of Directors Nominations

Murphy Paul deferred to Charlotte Claiborne to discuss the Board of Directors' nominations. Ms. Claiborne reported that the Nominating Committee reviewed the current slate of Directors whose terms are scheduled to end on December 31, 2021. Ms. Claiborne cited the Bridge Center bylaws which does not contain term limits; therefore, all Directors whose terms were expected to end were notified for reconsideration. Ms. Claiborne reported that three candidates were identified to replace the Board's three vacancies: Greg Dicharry, as the Mayor-appointee to replace Tonja Myles, Denise Amoroso as Metro Council representative to replace Donna Collins-Lewis, and Donna Collins-Lewis to replace Dr. Marjorie Persons who did not seek reconsideration. All recommendations will be presented to the Board for consideration.

## B. For Discussion: Officer Nominations

Ms. Claiborne reported that officer recommendations were requested by board directors, to which Patrick Seiter was recommended for Chair, and Sharon Robinson was recommended for Treasurer. Murphy Paul and Lauren Crump asked to be reconsidered for their present officer positions as Vice-Chair and Secretary. All recommendations will be presented to the Board for consideration.

## V. ACCOUNTABILITY AND QUALITY COMMITTEE

### A. For Information: Update on Performance Metric Reports

Ms. Claiborne reported that the Accountability and Quality Committee reviewed RI's Provider Monthly Outcome Performance Report (PMOR) to compare information requested within the service agreement.

## VI. FINANCE COMMITTEE

### A. For Discussion: Construction budget

Mr. Abboud reported that the Bridge Center took advantage of an opportunity to expand from 16 to 32 beds and add an additional unit to expand the facility's programs and services without causing any further delays to the construction timeframe. Mr. Abboud reported that a reallocation of funds within the service agreement with RI would be required but would not cause an adjustment to the overall budget. After due discussion, the Executive Committee agreed to present this information at the Annual Board of Directors meeting scheduled for November 24, 2020.

### B. For Discussion: End of year projections

Ms. Claiborne reported that a surplus is expected at the end of the year based on the current spending trends.

### C. For Information: 3<sup>rd</sup> Quarter Summary

Ms. Claiborne reviewed the 3<sup>rd</sup> quarter financials submitted to the City-Parish, projecting that the Bridge Center would have a slight surplus at the end of the year.

## VII. COMMUNITY RELATIONS

### A. For Information: Media Proposals

Ms. Claiborne reported that Brew Agency has been gathering and posting content on Bridge Center's social media platforms to keep people engaged.

### B. For Information: Website Proposals

Ms. Claiborne reported that the website home page had been redesigned for a more user-friendly experience, and a complete website overhaul would begin in the first quarter of 2021.

### C. For Discussion: Ribbon Cutting Ceremony

Ms. Claiborne reported that the ribbon-cutting ceremony had been scheduled for December 15, 2020, followed by a public open house on December 16, 2020. After due discussion, the executive committee will provide a list of presenters to the Board of directors for consideration.

## VIII. RI UPDATE

### A. For Information: Update on Operations and Construction

Ms. Claiborne reported that RI was in the process of obtaining the certificate of occupancy and was working closely with Arkel to complete the finishes to the facility. Ms. Claiborne reported that RI is continually turning in documentation to LDH for licensing as it is received, and staff training is on-going.

## IX. UNFINISHED BUSINESS

### A. For Information: Annual Training

Ms. Claiborne reported that some people were still having issues with the Sexual Harassment Prevention training module; therefore, a user-friendly program would be purchased and disseminated to those individuals.

## X. NEW BUSINESS

Ms. Claiborne reported that a grant was received by Humana to be earmarked for the out-of-parish indigent residents. Chief Paul reported that the Baton Rouge Police Department received a Justice and Mental Health Collaboration grant and would like to schedule a RI meeting to discuss resource collaboration.

## XI. ADJOURN

With no further business to conduct, and **on a motion by Lauren Crump and a second by Charles Abboud, the meeting adjourned at 1:07 PM.**

Minutes by Charlotte Claiborne  
Executive Director

**THE BRIDGE CENTER FOR HOPE, INC'S  
CERTIFICATION PURSUANT TO  
GUBERNATORIAL PROCLAMATION JBE 2020-30**

**WHEREAS**, on March 11, 2020, the Governor of the State of Louisiana declared a Public Health Emergency due to the threat posed to public safety by the COVID-19 outbreak;

**WHEREAS**, on March 16, 2020, the Governor issued Proclamation JBE 2020-30, entitled Additional Measures for COVID-19 Public Health Emergency;

**WHEREAS**, the purpose of Proclamation JBE 2020-30 was to provide, in part, for additional measures to help combat the spread of COVID-19;

**WHEREAS**, Section Four of Proclamation JBE 2020-30 authorized attendance at public meetings via teleconference or video conference during the pendency of the emergency;

**WHEREAS**, Section Four of Proclamation JBE 2020-30 further mandated that, before invoking the authority of Section Four, a public entity is required to certify that it would be unable to operate due to quorum requirements;

**WHEREAS**, The Bridge Center for Hope, Inc. needs to conduct essential business;

**WHEREAS**, due to health and safety concerns and in order to comply with COVID-19 restrictions, The Bridge Center for Hope, Inc. is unable to obtain a quorum of the members to attend an in-person meeting; and

**WHEREAS**, The Bridge Center for Hope, Inc., therefore, needs to implement the authorization in Section Four of Proclamation JBE 2020-30;

**NOW THEREFORE**, pursuant to the authority contained in Proclamation JBE 2020-30, the Executive Committee of the Bridge Center for Hope, Inc. hereby certifies on this 7<sup>th</sup> day of January 2021, that it is unable to obtain an in-person quorum for its meeting scheduled for January 14, due to the threat of COVID-19, and that, therefore, one or more of its members may participate in such meeting via teleconference or video conference. Additionally, all efforts will be made to provide for observation and input by members of the public. The meeting may be accessed at <https://us02web.zoom.us/j/84114905960?pwd=QEE4WVRIYjkycENjMmp3VWZYVzBWdz09>; Meeting ID: 841 1490 5960; Passcode: 180905; Phone: 346-248-7799



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Patrick Seiter, Board Chair