



### **PUBLIC MEETING NOTICE**

The Bridge Center for Hope Board of Directors will hold a Special Board of Directors meeting as shown below:

DATE: November 24, 2020  
TIME: 12:00 PM – 1:00 PM  
LOCATION: Virtual Meeting Info:

<https://us02web.zoom.us/j/85214757118?pwd=a254RldpdEE2eW9PTmdmcHFHVkJVdz09>  
Meeting ID: 852 1475 7118  
Passcode: 166428  
(346) 248 7799 US

AGENDA: Attached

**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



## BOARD OF DIRECTORS MEETING

November 24, 2020

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/85214757118?pwd=a254RldpdEE2eW9PTmdmcHFHVkJVdz09>

Meeting ID: 852 1475 7118

Passcode: 166428

Phone: 346-248-7799

### AGENDA

I.	CALL MEETING TO ORDER	Kathy Kliebert
II.	PUBLIC COMMENT ON AGENDA ITEMS	Kathy Kliebert
III.	MINUTES	Kathy Kliebert
	A. For Action: Approval of Minutes of the Board of Directors meeting held September 15, 2020	
IV.	NOMINATING COMMITTEE	Murphy Paul
	A. For Action: Approval of Slate of Directors	
	B. For Action: Approval of Slate of Officers	
V.	ACCOUNTABILITY AND QUALITY COMMITTEE	Jan Laughinghouse
	A. For Information: Update on Accountability and Quality Committee	
VI.	FINANCE COMMITTEE	Charles Abboud
	A. For Discussion: Service Enhancement/Expansion	
	B. For Information: 3 <sup>rd</sup> Quarter Summary	Mike Singletary
VII.	COMMUNITY RELATIONS	Charlotte Claiborne
	A. For Information: Media and Website Update	
	B. For Discussion: Ribbon Cutting Ceremony	
VIII.	RI UPDATE	RI International
	A. For Information: Update on Operations and Construction	
IX.	UNFINISHED BUSINESS	Kathy Kliebert
X.	NEW BUSINESS	Kathy Kliebert
XI.	ADJOURN	Kathy Kliebert



## BOARD OF DIRECTORS MEETING

September 15, 2020

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/82925297617?pwd=c013c05pclJUUjJtT3ZDcEdLVFcxdz09>

Meeting ID: 829 2529 7617

Passcode: 401810

Phone: 346-248-7799

### MINUTES

#### I. CALL MEETING TO ORDER

The meeting was called to order at 12:00 PM. Board members who participated virtually were Chair Kathy Kliebert, Charles Abboud, Lauren Crump, Donna Collins-Lewis, Chad Guillot, Lewis Blanche, Michael Mitchell, Dr. William Clark, Sharon Robinson, Chris Nichols, Chief Murphy Paul, Eugene Bentley, Dr. Leah Cullins, Dr. Jan Laughinghouse and Major Fontenot as a proxy for Warden Dennis Grimes. A quorum was determined.

Also, attending virtually were Charlotte Claiborne from the Bridge Center for Hope, Emily Grey from Breazeale, Sachse & Wilson, Mike Singletary from Postlethwaite and Netterville, Lysha Best, and Thomas Castellanos from RI International.

#### 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 for comment, Ms. Kliebert proceeded to the agenda as written.

#### III. MINUTES

##### A. For Action: Minutes of the Special Board of Directors meeting held July 21, 2020

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held on July 21, 2020. **On a motion by Lewis Blanche and a second by Charles Abboud, the Board of Directors unanimously approved the minutes of the Board of Directors meeting held on July 21, 2020.**

#### IV. FINANCE

##### A. For Information: Quarterly Financial Statement

Mr. Abboud requested Mike Singletary from Postlewaite and Netterville to update the Board on the quarterly financials. Mr. Singletary reviewed the 2<sup>nd</sup> quarter financials submitted to the City-Parish, projecting that the Bridge Center would have a slight surplus at the end of the year.

## V. COMMUNITY RELATIONS

### A. For Action: Approve Communications Firm

Ms. Claiborne reported that Solicitations of Proposals were distributed to eight communications and marketing firms with six respondents. Ms. Claiborne reported that the Community Relations Committee members reviewed all proposals, provided feedback, and unanimously recommended the Brew Agency.

Ms. Kliebert requested a motion to enter into a contract with the Brew Agency to provide the communications and marketing services for the Bridge Center for Hope. **On a motion by Donna Collins-Lewis and a second by Chad Guillot, the Board of Directors unanimously approved the Brew Agency as the communications firm.**

## VI. ACCOUNTABILITY ND QUALITY COMMITTEE

### A. For Information: Committee Update

Dr. Laughinghouse reported that the Accountability and Quality Committee met on September 10, 2020, to review a chief complaint list designed to understand future admittance to the Bridge Center. Dr. Laughinghouse also reported that the committee reviewed one of RI's internal reports to compare it to the performance metrics outlined within the service agreement.

## VII. FACILITY AND OPERATIONS

### A. For Information: Fence Proposal

Ms. Claiborne reported that the fence that surrounds the Bridge Center is in disrepair and proposed constructing a new fence. After due discussion, the board advised Ms. Claiborne to seek bids from multiple fencing companies and negotiate with the property owner for possible concessions. The Board of Directors agreed fencing proposal would be approved via unanimous consent at a later date.

### B. For Information: Bridge Center Update

Ms. Claiborne reported that on October 5, 2020, the Bridge Center would host a first look site tour for the Mayor's office and Metro Council members. Ms. Claiborne reported that RI would guide the tour to showcase the facility's programs and services and field any questions about the facility. Ms. Claiborne reported that one-on-one meetings with council members would be offered, followed by a public update at the October 28, 2020, Metro Council meeting.

Ms. Claiborne reported that on September 16, 2020, she and Lysha Best (RI Program Director) would host a virtual provider meeting to introduce the programs and services that will be offered at the center and build relationships with community partners.

### C. For Information: Construction Update

Mr. Castellanos reported that construction is on track, critical items have been ordered, exterior signage has been approved, and the metal exterior is being prepped.

### D. For Information: Operations Update

Ms. Best from RI reported that they are in the final stages of finalizing MCO meetings. Ms. Best also reported that the Bridge Center job fair would be held October 6<sup>th</sup> through the 8<sup>th</sup> and was in the process of finalizing posting for all job opportunities before the fair, and core leadership positions have been filled.

## VIII. UNFINISHED BUSINESS

### A. For Information: Annual Ethics and Harassment Training

Ms. Kliebert reiterated to the board to complete the training before the end of the year.

## IX. NEW BUSINESS

Ms. Kliebert asked if any new business needed to be addressed and announced that the annual meeting will be held during the scheduled November meeting. The Nominating Committee will be giving their recommendations for directors and officers. Ms. Kliebert announced that she would be stepping down as chair but will remain on the board as the past chair.

## X. ADJOURN

With no further business to conduct, and **on a motion by Lauren Crump and a second by Lewis Blanche, the meeting was adjourned at 12:55 PM.**

# **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;

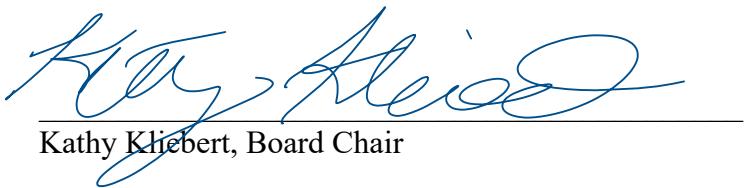
**WHEREAS**, Section Four of Proclamation JBE 2020-30 further mandated that, before invoking the authority of Section Four, a public entity is required to certify that it would be unable to operate due to quorum requirements;

**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 Bridge Center for Hope, Inc. hereby certifies on this 23<sup>rd</sup> day of November 2020, that it is unable to obtain an in-person quorum for its Board of Directors meeting scheduled for November 24<sup>th</sup>, 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/85214757118?pwd=a254RldpdEE2eW9PTmdmcHFHVkJVdz09> Meeting ID: 852 1475 7118; Passcode: 166428; Phone 346 248 7799 US.



Kathy Kliebert, Board Chair