



**PUBLIC MEETING NOTICE**

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

DATE: January 19, 2021

TIME: 12:00 PM – 1:00 PM

LOCATION: Virtual Meeting Info:

<https://us02web.zoom.us/j/87664764337?pwd=RyttT0ptTUhWL3Nhbmk4REpxSy9jdz09>

Meeting ID: 876 6476 4337

Passcode: 083655

(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

January 19, 2021

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/87664764337?pwd=RyttT0ptTUhWL3Nhbmk4REpxSy9jdz09>

Meeting ID: 876 6476 4337

Passcode: 083655

Phone: 346-248-7799

AGENDA

- |  |                     |
|--|---------------------|
| I. CALL MEETING TO ORDER   | Patrick Seiter      |
| II. PUBLIC COMMENT ON AGENDA ITEMS   | Patrick Seiter      |
| III. MINUTES   | Patrick Seiter      |
| A. For Action: Approval of Minutes of the Annual Board of Directors meeting held November 24, 2020 |                     |
| IV. NOMINATING COMMITTEE   | Murphy Paul         |
| A. For Information: Welcome of Newly Appointed Board Members                                       |                     |
| V. RESOLUTION  |                     |
| A. For Action: Resolution to approve 2 <sup>nd</sup> Amendment to the Service Agreement            | Patrick Seiter      |
| VI. COMMITTEE ASSIGNMENTS  | Patrick Seiter      |
| A. For Information: Discussion of Committee Assignments and Committee Chairs                       |                     |
| VII. FINANCE COMMITTEE   | Sharon Robinson     |
| A. For Information: 4 <sup>th</sup> Quarter Summary  |                     |
| VIII. COMMUNITY RELATIONS  | Charlotte Claiborne |
| A. For Information: Update on Community Relations  |                     |
| IX. RI UPDATE  | RI International    |
| A. For Information: Update on Licensing  |                     |
| X. UNFINISHED BUSINESS   | Patrick Seiter      |
| XI. NEW BUSINESS   | Patrick Seiter      |
| XII. ADJOURN   | Patrick Seiter      |

APPROVED



## ANNUAL BOARD OF DIRECTORS MEETING

November 24, 2020

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/85214757118?pwd=a254RldpdEE2eW9PTmdmcHFHVkJKVdz09>

Meeting ID: 852 1475 7118

Passcode: 166428

Phone: 346-248-7799

### MINUTES

#### I. CALL MEETING TO ORDER

The meeting was called to order at 12:04 PM. Board members who participated virtually were Chair Kathy Kliebert, Chief Murphy Paul, Charles Abboud, Lauren Crump, Chad Guillot, Chris Nichols, Warden Dennis Grimes, Donna Collins-Lewis, Eugene Bentley, District Attorney Hillar Moore, Dr. Leah Cullins, Michael Mitchell, Patrick Seiter, Sharon Robinson, Dr. William Clark, Lewis Blanche, Dr. Jan Laughinghouse, and Carolina Jones.

Also, attending virtually were Charlotte Claiborne from the Bridge Center for Hope, Murphy Foster from Breazeale, Sachse & Wilson, Mike Singletary from Postlethwaite and Netterville, Marie Powell from Brew Agency, Lysha Best, Amy Pugsley, Thomas Castellanos, Joy Brunson Nsubuga and Lance Wohl 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 with the agenda as written.

#### III. MINUTES

- A. For Action: Approval of Minutes of the Board of Directors meeting held September 15, 2020

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held September 15, 2020. **On a motion by Dr. Clark and a second by Chief Paul, the Board of Directors unanimously approved the minutes of the Board of Directors meeting held on September 15, 2020.**

#### IV. NOMINATING COMMITTEE

- A. For Action: Approval of Slate of Directors

Chief Paul requested Charlotte Claiborne to review the slate of directors presented by the Nominating Committee. Ms. Claiborne reported that the Nominating Committee held a meeting on October 22, 2020 to discuss three (3) open seats on the Board of Directors, with two having direct appointments. Ms. Claiborne reported that the Nominating Committee recommended Greg Dicharry to replace Tonja Myles as the Mayor's appointee, Denise Amoroso to replace Donna Collins Lewis as the Metro Council appointee, and Donna Collins Lewis to replace Dr. Marjorie Person.

**After due consideration and discussion, on a motion by Lewis Blanche and a second by Chad Guillot, the Board of Directors unanimously approved Greg Dicharry as the Mayor's appointee to the Bridge Center for Hope Board of Directors for his first 3-year term effective January 1, 2021.**

**After due consideration and discussion, on a motion by Lewis Blanche and a second by Donna Collins Lewis, the Board of Directors unanimously approved Denise Amoroso as the Metro Council appointee to the Bridge Center for Hope Board of Directors for her second 3-year term effective January 1, 2021.**

**After due consideration and discussion, on a motion by Dr. Laughinghouse and a second by Patrick Seiter, the Board of Directors unanimously approved Donna Collins Lewis to her second term to the Bridge Center for Hope Board of Directors for her first 2-year term effective January 1, 2021.**

B. For Action: Approval of Slate of Officers

Chief Paul requested Charlotte Claiborne to review the slate of officers presented by the Nominating Committee. Ms. Claiborne reported that the Nominating Committee held a meeting on October 22, 2020 to discuss the slate of officers for the Board of Directors. Ms. Claiborne reported that all officers' terms were due to end on December 31, 2020. Ms. Claiborne reported the Nominating Committee recommended Patrick Seiter as Board Chair and Sharon Robinson as Treasurer. Chief Murphy Paul and Lauren Crump request reconsideration for their positions as Vice Chair and Secretary.

**Ms. Kliebert requested nominated members to leave the meeting for open discussion for the slate of officers. After due discussion and consideration, on a motion by Donna Collins Lewis and a second by Chad Guillot, the Board of Directors unanimously approved the slate of officers as Patrick Seiter as Board Chair, Chief Paul as Vice Chair, Sharon Robinson as Treasurer, and Lauren Crump as Secretary effective January 1, 2021.**

V. ACCOUNTABILITY AND QUALITY COMMITTEE

A. For Information: Update on Accountability and Quality Committee

Dr. Laughinghouse reported that the Accountability and Quality Committee was reviewing the performance metrics that were outlined in the service agreement with RI International and comparing those metrics to reports and data that RI already produced and will continue to view reports as data becomes available.

VI. FINANCE COMMITTEE

A. For Discussion: Service Enhancement/Expansion

Ms. Claiborne reported that there was an opportunity to expand from 16 to 32 beds and add an additional unit to expand the programs and services within the facility without causing any additional delays to the construction timeframe. Ms. Claiborne reported that a reallocation of funds would be required within the service agreement with RI International. After due discussion, the Board recommended to have RI present final budget allocation to amend the service agreement and to present to the board through a unanimous consent with the revised service agreement reviewed by the Finance Committee and legal counsel.

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

Ms. Kliebert requested Mike Singletary from Postlewaite and Netterville to update the Board on the 3<sup>rd</sup> quarterly financials. Mr. Singletary 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 and Website Update

Ms. Claiborne reported that with the help of the Community Relations Committee and Brew Agency, the Bridge Center webpage has been redesigned. Ms. Claiborne also reported Brew Agency has updated the social media platforms and is in the process of planning a video shoot in December to add content to the website and social media platforms.

### B. For Discussion: Ribbon Cutting Ceremony

Ms. Claiborne reported that the ribbon-cutting ceremony has been scheduled for December 15, 2020. After due discussion, the board agreed to schedule the event for 9:00 AM and to have seven presenters. Ms. Claiborne reported that after the event, a private open-house would follow. Ms. Claiborne also reported that a public open-house would be scheduled for December 16, 2020.

## VIII. RI UPDATE

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

Mr. Castellanos reported that the certificate of occupancy and the fire marshal report has been received and RI is working closely with Arkel to complete the finishes of the facility. Ms. Pugsley reported that RI is on track with turning in documentation for licensing, and training is on-going. Ms. Pugsley reported that a staffing agency has been contracted for key positions.

## IX. UNFINISHED BUSINESS

Ms. Kliebert reiterated to the board to complete the training before the end of the year. Ms. Claiborne reported that software had been purchased to aid in the training for those were having difficulty downloading the initial training.

## X. NEW BUSINESS

Ms. Kliebert asked if any new business needed to be addressed. Ms. Claiborne reported that the dates for the 2021 Board of Directors meeting had been set and the next board meeting was scheduled for January 19, 2021.

## XI. ADJOURN

With no further business to conduct, and **on a motion by Chief Paul and a second by Chris Nichols, the meeting was adjourned at 1:19 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 14<sup>th</sup> day of January 2021, that it is unable to obtain an in-person quorum for its Board of Directors meeting scheduled for January 19<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/87664764337?pwd=RyttT0ptTUhWL3Nhbmk4REpxSy9jdz09> Meeting ID: 876 6476 4337; Passcode: 083655; Phone 346 248 7799 US.



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Patrick Seiter, Board Chair