



PUBLIC MEETING NOTICE

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

DATE: Tuesday, May 12, 2020

TIME: 12:00 PM – 1:00 PM

LOCATION: Zoom Meeting

<https://us04web.zoom.us/j/76892253440?pwd=TUhPSlplZ3lmODhNQnJPMnJKZWZlUT09>

Meeting ID: 768 9225 3440

Password: 9XDMJf

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”.

Charlotte Claiborne, Bridge Center for Hope
Executive Director



EXECUTIVE COMMITTEE MEETING

May 12, 2020
12:00 PM – 1:00 PM
Zoom Meeting

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AGENDA

- | | | |
|-------|---|---------------------|
| I. | CALL MEETING TO ORDER | Kathy Kliebert |
| II. | PUBLIC COMMENT ON AGENDA ITEMS | Kathy Kliebert |
| III. | EXECUTIVE COMMITTEE | Kathy Kliebert |
| | A. For Action: Approval of Minutes of the Executive Committee meeting held March 10, 2020 | |
| | B. For Action: Committee assignments for board members | |
| IV. | OPERATIONS | Charlotte Claiborne |
| | A. For Information: Facility update | |
| | B. For Information: Operations update | |
| V. | FINANCE COMMITTEE | Charles Abboud |
| | A. For Information: Insurance Policies | |
| | B. For Information: City-Parish Audit | |
| | C. For Information: Accounting Policies | |
| | D. For Information: Chase Investment Account | |
| VI. | COMMUNITY RELATIONS | Tonja Myles |
| | A. For Information: Media Policy | |
| | B. For Information: Social Media campaign | |
| VII. | UNFINISHED BUSINESS AND GENERAL ORDERS | Kathy Kliebert |
| | A. For Information: Resolve Unfinished Business | |
| VIII. | NEW BUSINESS | Kathy Kliebert |
| | A. For Information: Discuss New Business | |
| IX. | ADJOURN | Kathy Kliebert |

**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;

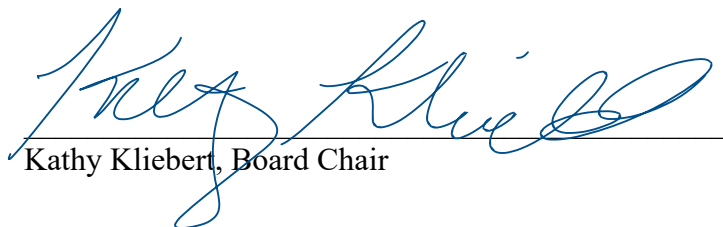
WHEREAS, Section Four of Proclamation JBE 2020-30 further mandated that, before invoking the authority of Section Four, a public entity is required to certify that it would be unable to operate due to quorum requirements;

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 12th day of May 2020, that it is unable to obtain an in-person quorum for its meeting scheduled for May 12, 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://us04web.zoom.us/j/76892253440?pwd=TUhPSlplZ3lmODhNQnJPMnJKZWEzUT09> Meeting ID: 768 9225 3440; Password: 9XDMJf


Kathy Kliebert, Board Chair



EXECUTIVE COMMITTEE MEETING

March 10, 2020
12:00 PM – 1:00 PM

Breazeale, Sachse & Wilson, L.L.P.
One American Place, 23rd Floor
301 Main Street
Baton Rouge, LA 70801

MINUTES

I. **CALL MEETING TO ORDER**

Chair Kathy Kliebert called the meeting to order at 12:02 PM. Executive Committee members in attendance were Chair Kathy Kliebert, Chief Murphy Paul, Charles Abboud, and Lauren Crump.

Charlotte Claiborne attended from the Bridge Center for Hope. Tammy Honore attended as a member of the public.

II. **PUBLIC COMMENT ON AGENDA ITEMS**

Ms. Kliebert asked if any member of the public would like to comment on the agenda. Tammy Honore, a training specialist with ShareNote, affirmed her support of the Bridge Center.

III. **MINUTES**

- A. For Information: Minutes of the Board of Directors meeting held January 21, 2020

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held on January 21, 2020.

IV. EXECUTIVE COMMITTEE

A. For Action: Minutes of the Executive Committee meeting held January 14, 2020

Ms. Kliebert reviewed the minutes of the Executive Committee meeting held on January 14, 2020. **On a motion by Murphy Paul and a second by Charles Abboud, the Executive Committee unanimously approved the amended minutes of the Executive Committee held on January 14, 2020.**

B. For Information: Discussion of CAHS Mobile Unit

Ms. Kliebert requested Jan Laughinghouse, Ph.D. discuss the Capital Area Human Services' mobile unit and how it would interface with the Bridge Center at the next Board of Directors meeting held on March 17, 2020.

C. For Information: Community Fundraising

Lauren Crump reported that Stormy the Band wishes to commemorate their 40-year anniversary with a New Year's Eve concert that would raise funds for a non-profit organization to advance the non-profits mission. The band's preferred recipient for year one is the Bridge Center for Hope. After due discussion, the committee expressed gratitude for the band's support of the Bridge Center. Ms. Crump will present the band's benefit concert concept, for board consideration, during the March 17 board meeting.

D. For Information: Community Impact Research

Ms. Claiborne reported that Mark Goldman, a psychology professor and researcher from the University of South Florida, would like to partner with the Bridge Center for Hope and local universities to conduct a community impact study of the crisis receiving center before and after its opening. The Executive Committee agreed to engage Mr. Goldman with a conference call to discuss the project's scope.

V. NOMINATING COMMITTEE

A. For Information: Board Member nominations

Chief Paul reminded the Committee that there are three (3) open seats on the Board of Directors.

After due consideration and discussion of a list of potential directors, the Nominating Committee unanimously agreed to nominate the following candidates to the Board of Directors:

For consideration:

- Janzlean Laughinghouse, to her first 2-year term;
- Lewis Burdette Blanche, to his first 3-year term;
- Carolina Bergeron Jones, to her first 3-year term.

VI. OPERATIONS COMMITTEE

A. For Information: RI International

1. Collaborative meetings

Ms. Kliebert discussed a series of meetings between the Bridge Center for Hope and representatives from RI International. Ms. Kliebert reported that the Bridge Center and RI International met with Odyssey House in New Orleans to view their sobering unit; Louisiana Department of Health to discuss licensing;

Via Link and EMS to discuss how each would entity would interface with the Bridge Center's Mobile Response Team; and the East Baton Rouge Parish Coroner's office to discuss how the Office will collaborate with the Bridge Center.

Finally, Ms. Claiborne reported that architect and engineering design team met at the Bridge Center site to begin schematic drawings.

2. Next Steps

Ms. Claiborne reported that next steps for the facility include finalizing design plans and conducting a general contractor bid proposal meeting.

VII. FINANCE COMMITTEE

A. For Information: Insurance

Mr. Abboud reported that all of the insurance policies for the Bridge Center are in line with cost expectations and due for renewal.

B. For Information: City-Parish Audit

Ms. Claiborne reported that Postlewaite & Netterville and Daigrepoint & Brian are coordinating on and preparing materials for the Bridge Center's 2019 City-Parish audit submission.

C. For Information: Accounting Policies

Ms. Claiborne reported that with assistance from P&N, Accounting Policies are being developed which will be presented to the Finance Committee for review.

D. For Information: Investment

Mr. Abboud reported that the Finance Committee requested product proposals from Chase Bank, Gulf Coast Bank, and Regions Bank to compare interest rates; proposals from all three banks will be reviewed by the Finance Committee to affirm that the Bridge Center is receiving a fair rate for comparable accounts.

VIII. COMMUNITY RELATIONS

A. For Information: Media Policy

Ms. Kliebert reported that the Community Relations Committee is drafting a communications policy to ensure timely and consistent messaging to the public. All inquiries related to the policy may be directed to Ms. Claiborne.

IX. ADJOURN

With no further business to conduct, and **on a motion by Chief Paul and a second by Ms. Crump, the meeting was adjourned at 1:17 PM.**

Kathy Kliebert
Chair
March 10, 2020

Minutes prepared by
Charlotte Claiborne, Executive Director