



PUBLIC MEETING NOTICE

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

DATE: Tuesday, May 19, 2020

TIME: 12:00 PM – 1:00 PM

LOCATION: Virtual Meeting information:

Virtual Meeting Info:

<https://us02web.zoom.us/j/84777862724?pwd=VTcxK2tvRG5NOXhVL05nUFhlSGE4dz09>

Meeting ID: 847 7786 2724

Password: 86894

(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”.

Charlotte Claiborne, Bridge Center for Hope
Executive Director



BOARD OF DIRECTORS MEETING

May 19, 2020
12:00 PM – 1:00 PM

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Meeting ID: 847 7786 2724
Password: 86894
(346) 248 7799 US (Houston)

AGENDA

- | | | |
|------|--|----------------|
| I. | CALL MEETING TO ORDER | Kathy Kliebert |
| II. | PUBLIC COMMENT ON AGENDA ITEMS | Kathy Kliebert |
| III. | MINUTES
A. For Approval: Minutes of the Board of Directors meeting held on March 17, 2020
B. For Approval: Minutes of the Special Board of Directors meeting held on May 1, 2020 | Kathy Kliebert |
| IV. | COMMITTEES
A. For Action: Reconstitution of Current Committees
B. For Action: Assignment of Committee Members | Kathy Kliebert |
| V. | FINANCE
A. For Information: City-Parish Audit
B. For Information: Financial Statement
C. For Information: Investment Banking
D. For Approval: Secondary Chase Account | Charles Abboud |
| VI. | COMMUNITY RELATIONS
A. For Information: Social Media Campaign | Tonja Myles |

- | | | |
|-------|--|---------------------|
| VII. | POLICIES | Kathy Kliebert |
| | A. For Approval: Accounting Policy | |
| | B. For Approval: Media Policy | |
| | C. For Approval: Harassment Policy | |
| VIII. | OPERATIONS | Charlotte Claiborne |
| | A. For Information: Behavioral Health Initiatives | |
| | B. For Information: Community Engagement | |
| | C. For Information: Facility and Operations Update | |
| IX. | UNFINISHED BUSINESS and GENERAL ORDERS | Kathy Kliebert |
| X. | NEW BUSINESS | Kathy Kliebert |
| XI. | 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 Bridge Center for Hope, Inc. hereby certifies on this 13th day of May 2020, that it is unable to obtain an in-person quorum for its meeting scheduled for May 19, 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/84777862724?pwd=VTcxK2tvRG5NOXhVL05nUFhISGE4dz09](https://us02web.zoom.us/j/84777862724?pwd=VTcxK2tvRG5NOXhVL05nUFhISGE4dz09;); Meeting ID: 847 7786 2724; Password: 868944; Telephone: 346-248-7799 (Houston).


Kathy Kliebert, Board Chair



BOARD OF DIRECTORS MEETING

March 17, 2020
12:00 PM – 1:00 PM

Conference Call Number
1-866-210-1669
Access Number
2395969#

MINUTES

I. CALL MEETING TO ORDER

The meeting was called to order at 12:03 PM. Board members who participated via conference call were Chair Kathy Kliebert, Charles Abboud, Eugene Bentley, Dr. William Clark, Lauren Crump, Dr. Leah Cullins, Dennis Grimes, Michael Mitchell, Tonja Myles, Chris Nichols, Dr. Marjorie Person, and Sharon Robinson.. A quorum was determined.

Also attending via conference call were Charlotte Claiborne from the Bridge Center for Hope and Lysha Best from RI International. Murphy Foster and Emily Grey attended from Breazeale, Sachse & Wilson. Mike Singletary attended from Postlethwaite & Netterville. Dr. Jan Laughinghouse attended from Capital Area Human Services, and Louis LaVie from Beacon Behavioral Hospital.

II. PUBLIC COMMENT ON AGENDA ITEMS

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

III. MINUTES

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

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held on January 21, 2020. **On a motion by Chris Nichols and a second by Sharon Robinson, the Board of Directors unanimously approved the minutes of the Board of Directors meeting held on January 21, 2020.**

IV. EXECUTIVE COMMITTEE

A. For Information: Overview of Executive Committee meeting held March 10, 2020

Ms. Kliebert noted that the board meeting would cover the same items addressed at the Executive Committee meeting held on March 10, 2020.

B. For Information: Discussion of Capital Area Human Services Mobile Unit

Ms. Kliebert asked Dr. Laughinghouse to provide an update on the Capital Area Human Services mobile unit. Dr. Laughinghouse reported that the mobile unit was pending certification; therefore, not operable. Dr. Laughinghouse also reported that the mobile unit was being operated by Capital Area Re-entry team to offer community support services, provide clean syringes in high drug trafficked areas to prevent the spread of diseases, and act as a referral source to individuals seeking counseling and or detoxification services.

C. For Information: Community Fundraising

Lauren Crump reported that Stormy the Band wishes to commemorate the band's 40-year anniversary with a New Year's Eve concert that would raise funds for a non-profit organization to advance the non profit's mission. Ms. Crump then reported that the band's preferred recipient for year one of the benefit concert is the Bridge Center for Hope and that the band may request board member support as plans develop.

V. NOMINATING COMMITTEE

A. For Approval: Slate of Directors and terms of Service

Ms. Kliebert reported that the Nominating Committee held a meeting on March 10, 2020 to discuss the three (3) open seats on the Board of Directors. The Nominating Committee recommended: Janzlean Laughinghouse, Lewis Blanche, and Carolina Jones to which Ms. Claiborne provided background information on each candidate. **After due consideration and discussion of the three candidates, and on a motion by Chris Nichols and a second by Tonja Myles, the Board of Directors unanimously approved Dr. Janzlean Laughinghouse, Lewis Blanche, and Carolina Jones to the Bridge Center for Hope Board of Directors.**

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

VI. FINANCE COMMITTEE

A. For Approval: Resolution for Gulf Coast Account Access

Mr. Abboud reported a resolution is required by Gulf Coast Bank to add him to the checking account to conduct business on behalf of the Bridge Center. **On a motion by Michael Mitchell and a second by Dr. Person, the board unanimously approved the resolution to add Charles Abboud to the Gulf Coast checking account.**

B. For Information: Update on current policy coverages

Mr. Abboud reported that all policies had been successfully transitioned from BSX to Blumberg and Associates, and are due for renewal this coming June.

C. For Information: City-Parish Funding Update

Ms. Claiborne reported that the Bridge Center had received three consecutive monthly deposits from the City-Parish, which are in line with the projected budgeted amount.

D. For Information: City-Parish Audit (Policies)

Ms. Claiborne reported that with assistance from P&N, accounting policies are being developed prior to the 2020 City-Parish audit submission and will be presented to the Finance Committee for review.

VII. COMMUNITY RELATIONS COMMITTEE

A. For Information: Media Policy

Ms. Myles recommended that the Bridge Center for Hope adopt a media policy to ensure timely and consistent messaging to the public; a draft policy would be presented at the next board meeting.

VIII. OPERATIONS COMMITTEE

A. For Information: RI International next steps

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 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.

IX. UNFINISHED BUSINESS and GENERAL ORDERS

A. For Information: Resolve Unfinished Business

Ms. Kliebert asked the Board if there was any unfinished business or general orders that needed to be addressed. After hearing no comments on unfinished business or general orders, Ms. Kliebert proceeded to the agenda as written.

X. NEW BUSINESS

A. For Information: Discuss New Business

Ms. Kliebert asked the Board if there was any new business they wanted to address. After hearing no comments on new business, Ms. Kliebert proceeded to the agenda as written.

XI. ADJOURN

With no further business to conduct, and **on a motion by Dr. Clark and a second by Ms. Crump, the meeting adjourned at 12:36 PM.**

Minutes prepared by
Charlotte Claiborne, Executive Director



SPECIAL BOARD OF DIRECTORS MEETING

May 1, 2020
1:00 PM – 2:00 PM

Virtual Meeting (Link below)

<https://us02web.zoom.us/j/87550157790?pwd=UWI4UIM3V1ZkbXlGOFBLdUVMSWpPUT09>

Meeting ID: 875 5015 7790

Password: 006249

Dial by location Number:

+1 346 248 7799 US (Houston)

MINUTES

I. CALL MEETING TO ORDER

The meeting was called to order at 1:08 PM. Board members participating virtually were Chair Kathy Kliebert, Charles Abboud, Lauren Crump, Sharon Robinson, Dr. Marjorie Person, Eugene Bentley, Patrick Seiter, Carolina Jones, Lewis Blanche, Dr. William Clark, Chris Nichols, Chad Guillot, Tonja Myles, Michael Mitchell, Dennis Grimes. A quorum was determined.

Also, participating virtually were Charlotte Claiborne from the Bridge Center for Hope; Amy Pugsley, Lysha Best, Thomas Castellanos, and Paul Galdys from RI International; Dev Pawar, Bridget Gesser, Erica Quintana from Architectural Resource Team; Murphy Foster and Emily Grey from Breazeale, Sachse, and Wilson; and Sarah Gardner from Baton Rouge Area Foundation.

II. PUBLIC COMMENT ON AGENDA ITEMS

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

III. RI INTERNATIONAL RECOMMENDATION

A. For Information: General Contractor Recommendation

Thomas Castellanos reported six (6) general contractors attended the pre-bid meeting, four (4) elected not to participate further; Arkel Constructors and Sahene Construction responded to the request for proposal (RFP). Mr. Castellanos explained Arkel Constructors offered a more comprehensive bid, a quicker construction timeframe, and an earlier start date. Mr. Castellanos reported Arkel had extensive

knowledge in medical construction, whereas Sahene Construction lacked medical construction experience. Mr. Castellanos then presented a proposed 3D rendering of the interior and exterior layout of the Bridge Center site.

IV. GENERAL CONTRACTOR

A. For Action: Approval of Recommended General Contractor

RI International recommended Arkel Constructors for the Bridge Center project. After hearing the recommendations from RI International and after due consideration, **on a motion by Patrick Seiter and a second by Sharon Robinson, the Bridge Center Board of Directors unanimously approved Arkel Constructors as the general contractor.**

V. RESOLUTION FOR ADVANCE

A. For Action: Approval to release funding to commence construction

Mr. Castellanos, requested to begin the demolition phase of the project pending construction permits. After hearing the request to start the demolition phase, and after due consideration, **on a motion by Patrick Seiter and a second by Sharon Robinson, the Bridge Center Board of Directors unanimously approved to advance funding for commencement of the construction phase.**

VI. ADJOURN

With no further business to conduct, and on a motion by Chris Nichols and a second by Charles Abboud, the meeting adjourned at 2:00 PM.

Minutes prepared by
Charlotte Claiborne, Executive Director