



PUBLIC MEETING NOTICE

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

DATE: September 14, 2021

TIME: 12:00 PM – 1:00 PM

LOCATION: Zoom Meeting

<https://us02web.zoom.us/j/88525702792?pwd=a1ZDNVpwUWlxUWY2NXFEVFRKaDdwUT09>

Meeting ID: 885 2570 2792

Passcode: 740195

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”.

Charlotte Claiborne, Bridge Center for Hope
Executive Director



EXECUTIVE COMMITTEE MEETING

September 14, 2021

12:00 PM – 1:00 PM

Zoom Meeting

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AGENDA

- | | | |
|-------|--|---------------------|
| I. | CALL MEETING TO ORDER | Patrick Seiter |
| II. | PUBLIC COMMENT ON AGENDA ITEMS | Patrick Seiter |
| III. | MINUTES | Patrick Seiter |
| | A. For Action: Approval of Minutes of the Executive Committee meeting held July 13, 2021 | |
| IV. | NOMINATING COMMITTEE | Murphy Paul |
| | A. For Discussion: Board of Director Nominee | |
| V. | FINANCE COMMITTEE | Sharon Robinson |
| | A. For Discussion: 2021 Remaining Budget | |
| VI. | ACCOUNTABILITY AND QUALITY COMMITTEE | Charlotte Claiborne |
| | A. For Information: Accountability and Quality Committee Update | |
| VII. | COMMUNITY RELATIONS | Charlotte Claiborne |
| | A. For Information: Community Relations Update | |
| VIII. | UNFINISHED BUSINESS | Patrick Seiter |
| | A. For Information: Annual Training | |
| IX. | NEW BUSINESS | Patrick Seiter |
| X. | ADJOURN | Patrick Seiter |

**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 10th day of September 2021, that it is unable to obtain an in-person quorum for its meeting scheduled for September 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/88525702792?pwd=a1ZDNVpwUWlxUWY2NXFEVFRKaDdwUT09>
Meeting ID: 885 2570 2792; Passcode; 740195; Phone: 346-248-7799



Patrick Seiter, Board Chair



APPROVED

EXECUTIVE COMMITTEE MEETING

July 13, 2021

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/83453165061?pwd=aUduQmg5QnVlelMyWlZKYndnd2pMQT09>

Meeting ID: 834 5316 5061

Passcode: 350766

Phone: 346-248-7799

MINUTES

I. CALL MEETING TO ORDER

The meeting was called to order at 12:09 PM. Executive Committee members who participated virtually were Chair Patrick Seiter, Sharon Robinson, and Murphy Paul.

II. PUBLIC COMMENT ON AGENDA ITEMS

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

III. MINUTES

A. For Action: Approval of Minutes of the Executive Committee meeting held March 9, 2021

Mr. Seiter reviewed the minutes of the Executive Committee meeting held on March 9, 2021. Ms. Robinson noticed a correction in the written portion of the budget, which was corrected. On a motion by Sharon Robinson and a second by Murphy Paul, the Executive Committee unanimously approved the Executive Committee meeting's minutes with the revision on March 9, 2021.

IV. NOMINATING COMMITTEE

A. For Discussion: Board of Directors Vacancy

Mr. Seiter deferred to Chief Murphy Paul to provide an update on the Nominating Committee. Chief Paul inquired about how many vacancies remained on the Board of Directors. Ms. Claiborne reported one vacancy remain, and a post was placed on Bridge Center's platforms for thirty days. The Executive Committee discussed adding a provision to the Conflicts of Interest policy to restrict board members and potential board members from accepting positions from Bridge Center contractors. After due discussion, the Executive Committee recommends sending the Conflicts of Interest policy to legal counsel to revise.

V. FINANCE COMMITTEE

A. For Discussion: 2022 City-Parish Budget Request

Mr. Seiter deferred to Sharon Robinson to provide an update on the 2022 City-Parish Budget Request. Ms. Robinson reviewed the budget request and noted that 92% of the budget is directed toward programs and services favorable for a nonprofit. Ms. Robinson reported that the Finance Committee reviewed the budget and agreed to present it to the Board of Directors for approval.

B. For Discussion: Budget Surplus

Ms. Robinson reported that it appears that each year the Bridge Center will encounter a surplus of funds to which the Finance Committee recommends restricting to be directed for future programs and or projects earmarked by the Board of Directors.

VI. ACCOUNTABILITY AND QUALITY COMMITTEE

A. For Information: Monthly Performance

Mr. Seiter deferred to Ms. Claiborne to provide an update. Ms. Claiborne reviewed the data in the June Provider Monthly Outcome Performance report (PMOR). In addition, Ms. Claiborne reported that at the request of the Accountability and Quality Committee that duplicate guests presented at the facility would be tracked.

B. For Discussion: New Policies

Ms. Claiborne reported that the Accountability and Quality Committee believes it is necessary to enact new policies and procedures that cover potential complaints and incidents due to the facility opening. Ms. Claiborne reported that the new policies have been drafted and will be presented to the Board of Directors at the scheduled board meeting held on July 20, 2021.

VII. COMMUNITY RELATIONS

A. For Information: Community Relations Update

Mr. Seiter deferred to Ms. Claiborne to provide the Community Relations Committee update. Ms. Claiborne reported that the Bridging the Gap community event is still underway and noted whereby the Bridge Center would participate in various community events throughout East Baton Rouge Parish.

VIII. UNFINISHED BUSINESS

A. For Information: Annual Training

Mr. Seiter asked if there was any unfinished business that required discussion. Ms. Claiborne reported that there are members who have yet to complete their annual training.

IX. NEW BUSINESS

A. For Discussion: Out of Parish Residents

Mr. Seiter asked if there was any new business that required discussion. Ms. Claiborne referred to the conversation about out of parish residents when reporting the updates from the PMOR report.

X. ADJOURN

With no further business to discuss, and on a motion by Sharon Robinson and a second by Murphy Paul, the Executive Committee meeting was adjourned at 1:06 PM.

Minutes prepared by
Charlotte Claiborne, Executive Director