



PUBLIC MEETING NOTICE

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

DATE: September 21, 2021
TIME: 12:00 PM – 1:00 PM
LOCATION: Zoom Meeting
<https://us02web.zoom.us/j/81905223585?pwd=NDFVeVpOYWWhBZENGtm6NkVJUkZrZz09>
Meeting ID: 819 0522 3585
Passcode: 305442
Phone: 346-248-7799

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

September 21, 2021

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/81905223585?pwd=NDFVeVpOYWWhbzENGtmd6NkVJUkZrZz09>

Meeting ID: 819 0522 3585

Passcode: 305442

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 Board of Directors meeting held July 20, 2021 | |
| IV. | NOMINATING COMMITTEE | Murphy Paul |
| | A. For Approval: Board of Director Nominee | |
| V. | ACCOUNTABILITY AND QUALITY COMMITTEE | Dr. Jan Laughinghouse |
| | A. For Information: Monthly Performance | |
| | B. For Approval: New Policies | |
| | i. Complaint Policy | |
| | ii. Incident and Critical Incident Policy | |
| | iii. Conflict of Interest Policy | Charlotte Claiborne |
| | C. For Resolution: Conflict of Interest Policy | |
| VI. | FINANCE COMMITTEE | Sharon Robinson |
| | A. For Information: General Budget Overview | |
| VII. | RI International | |
| | A. For Discussion: Coroner's Office Analysis | Dr. William Clark |
| | B. For Discussion: MCO/LDH Update | RI International |
| VIII. | UNFINISHED BUSINESS | Patrick Seiter |
| | A. For Information: Annual Training | |
| IX. | NEW BUSINESS | Patrick Seiter |
| | A. For Information: NAMI Walk | |
| 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 Bridge Center for Hope, Inc. hereby certifies on this 20th day of September 2021, that it is unable to obtain an in-person quorum for its Board of Directors meeting scheduled for September 21st 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/81905223585?pwd=NDFVeVpOYWwhBZENGtm6NkVJUkZrZz09> Meeting ID: 819 0522 3585; Passcode: 305442; Phone: 346-248-7799



Patrick Seiter, Board Chair

APPROVED



BOARD OF DIRECTORS MEETING

July 20, 2021

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/87804545151?pwd=NCt6SGdFUWxQdWhTcnFWclYvN2FDZz09>

Meeting ID: 878 0454 5151

Passcode: 760154

Phone: 346-248-7799

MINUTES

I. CALL MEETING TO ORDER

The Board of Directors meeting was called to order at 12:02 PM. Board members participating virtually were Vice-Chair Murphy Paul, Christine Nichols, Dr. William Clark, Dr. Jan Laughinghouse, Chad Guillot, Donna Collins-Lewis, Dennis Grimes, Michael Mitchell, Lauren Crump, Hillar Moore, Sharon Robinson, Kathy Kliebert, Greg Dicharry, and Charles Abboud. A quorum was determined.

Also participating virtually were Charlotte Claiborne from the Bridge Center for Hope, Mike Singletary from Postlewaite and Netterville, Becky Sadler from Brew Agency, Emily Grey from Breazeale, Sachse and Wilson, Joy Brunson Nsubuga, and Lysha Best from RI International.

II. PUBLIC COMMENT ON AGENDA ITEMS

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

III. MINUTES

- A. For Action: Approval of Minutes of the Board of Directors meeting held June 22, 2021

Chief Paul reviewed the minutes from the Board of Directors minutes held on June 22, 2021. **On a motion by Kathy Kliebert and a second by Christine Nichols, the Board of Directors unanimously approved the minutes of the Board of Directors meeting held June 22, 2021.**

IV. NOMINATING COMMITTEE

- A. For Discussion: Update on Board of Directors Vacancy

Chief Paul deferred to Ms. Claiborne for an overview. Ms. Claiborne reported that a board vacancy notice was placed on the Bridge Center's website and was set to expire on August 5, 2021. Board members were notified via email for recommendations. Ms. Claiborne reported that a Nominating

Committee meeting would be scheduled in August to review potential nominees and determine a recommendation to the Board of Directors at the next Board of Directors meeting held on September 21, 2021.

V. FINANCE COMMITTEE

A. For Approval: 2022 City-Parish Budget Request

Chief Paul called upon Sharon Robinson to discuss the 2022 City-Parish budget request. Ms. Robinson reported that 92% of the revenue was budgeted for programs and services, which was positive for a nonprofit. Ms. Robinson noted that the Finance Committee has reviewed the budget request and has approved it for recommendation to the board. After due discussion, and **on a motion by Donna Collins-Lewis and a second by Charles Abboud, the Board of Directors unanimously approved the 2022 City-Parish Budget Request.**

B. For Discussion: Budget Surplus

Ms. Sharon reported that the Bridge Center has the potential to maintain a small surplus at the end of each year, to which the board should consider restricting these funds for future programs. After due discussion, it was suggested that a strategic plan be developed to consider restricting a percentage of funds towards future programs for the youth, research, program expansion, and a rainy-day fund.

The board suggested consulting legal to draft a resolution for any future surplus.

VI. ACCOUNTABILITY AND QUALITY COMMITTEE

A. For Information: Monthly Performance

Chief Paul called upon Dr. Laughinghouse to provide an update for the Accountability and Quality Committee. Dr. Laughinghouse reviewed the June Provider Monthly Outcome Performance Report, which provided statistical data on the Bridge Center facility.

B. For Discussion: New Policies

Dr. Laughinghouse explained even though RI is the service provider for the facility, the board needs to consider new policies and deferred to Ms. Claiborne. First, Ms. Claiborne expressed the need to develop a formal complaint and critical incident policy to address any future concerns. Next, Ms. Claiborne reviewed the newly drafted policies for consideration. Finally, after due discussion, the board recommended allowing RI to review the recommendations and send them to legal afterward.

Dr. Laughinghouse discussed revising the Ethics policy to prevent ethics violations, generate timelines of resigning board members from accepting Bridge Center's contractor's positions, prevent new board members from having conflicts of interest. After due discussion, the board allowing legal to review and present a newly drafted Ethics policy to the Board of Directors.

VII. UNFINISHED BUSINESS

A. For Information: Annual Training

Chief Paul reminded everyone to complete their annual training. Ms. Claiborne reinitiated that outstanding Board members would receive reminder emails with links and instructions to training.

VIII. NEW BUSINESS

Chief Paul asks if there was any new business that required discussion. After hearing no comments, Chief Paul proceeded with the agenda as written.

IX. ADJOURN

With no further business to discuss, and **on a motion by Chris Nichols and a second by Lauren Crump, the Board of Directors meeting was adjourned at 1:11 PM.**