



**PUBLIC MEETING NOTICE**

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

DATE: September 15, 2020  
TIME: 12:00 PM – 1:00 PM  
LOCATION: Virtual Meeting Info:

<https://us02web.zoom.us/j/82925297617?pwd=c013c05pclJUUjJtT3ZDcEdLVFcxdz09>  
Meeting ID: 829 2529 7617  
Passcode: 401810  
(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

September 15, 2020

12:00 PM – 1:00 PM

Zoom Meeting

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Meeting ID: 829 2529 7617

Passcode: 401810

Phone: 346-248-7799

AGENDA

- |       |   |                       |
|-------|---|-----------------------|
| I.    | CALL MEETING TO ORDER   | Kathy Kliebert        |
| II.   | PUBLIC COMMENT ON AGENDA ITEMS  | Kathy Kliebert        |
| III.  | MINUTES   | Kathy Kliebert        |
|       | A. For Action: Approve Minutes of the Board of Directors meeting held July 21, 2020 |                       |
| IV.   | FINANCE COMMITTEE   | Charles Abboud        |
|       | A. For Information: Quarterly Financial Statement                                   |                       |
| V.    | COMMUNITY RELATIONS COMMITTEE   | Charlotte Claiborne   |
|       | A. For Action: Approve Communications Firm  |                       |
| VI.   | ACCOUNTABILITY AND QUALITY COMMITTEE  | Dr. Jan Laughinghouse |
|       | A. For Information: Committee Update  |                       |
| VII.  | FACILITY AND OPERATIONS   | Charlotte Claiborne   |
|       | A. For Action: Approval of Fence proposal   |                       |
|       | B. For Information: Bridge Center Update  |                       |
|       | C. For Information: Construction Update   | RI International      |
|       | D. For Information: Operations Update   | RI International      |
| VIII. | UNFINISHED BUSINESS   | Kathy Kliebert        |
|       | A. For Information: Annual Ethics and Harassment Training                           |                       |
| IX.   | NEW BUSINESS  | Kathy Kliebert        |
| X.    | 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 11th day of September 2020, that it is unable to obtain an in-person quorum for its meeting scheduled for September 15th, 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/82925297617?pwd=c013c05pclJUUjJtT3ZDcEdLVFcxdz09> Meeting ID: 829 2529 7617; Passcode: 401810; Phone 346 248 7799 US.



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Kathy Kliebert, Board Chair

APPROVED



## BOARD OF DIRECTORS MEETING

July 21, 2020

12:00 PM – 1:00 PM

Zoom Meeting

<https://us02web.zoom.us/j/82548323997?pwd=QW4va3ltb1VpYms3ay9vSjlTckZNZz09>

Meeting ID: 825 4832 3997

Password: 627063

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, Charles Abboud, Lauren Crump, Donna Collins-Lewis, Chad Guillot, Lewis Blanche, Michael Mitchell, Carolina Jones, Dr. William Clark, Dr. Marjorie Person, Patrick Seiter, Sharon Robinson, Hillar Moore, Chris Nichols, and Tonja Myles. A quorum was determined.

Also, attending virtually were Charlotte Claiborne from the Bridge Center for Hope, Murphy Foster from Breazeale, Sachse & Wilson, Mike Singletary from Postlethwaite and Netterville, and Lysha Best, Amy Pugsley, and Thomas Castellanos 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 to the agenda as written.

#### III. MINUTES

- A. For Action: Minutes of the Special Board of Directors meeting held May 29, 2020

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held on May 29, 2020. **On a motion by Donna Collins-Lewis and a second by Chad Guillot, the Board of Directors unanimously approved the amended minutes of the Board of Directors meeting held on May 29, 2020.**

#### IV. FINANCE

- A. For Adoption: 2021 City-Parish Budget

Mr. Abboud reported to the Board of Directors that the Finance Committee had unanimously approved the 2021 City-Parish Budget Request and presented it to the Board for adoption. Upon discussion, it was requested to increase the communications budget, reduce the funding allocated to legal services, and move communications under professional services for a firm TBD at a later date. After due discussion, it was

requested to verify with City-Parish if changes to the budget require additional documentation if amended after submission. **On a motion by Patrick Seiter and a second by Donna Collins-Lewis to update the budget to include increasing the communications funding and placing it under professional services, reduce funding to legal services, and adopt the 2021 City-Parish Budget as presented.**

B. For Information: Quarterly Financial Statement

Mr. Abboud requested Mike Singletary from Postlewaite and Netterville to update the Board on the quarterly financials. Mr. Singletary reviewed the 2<sup>nd</sup> quarter financials and stated that they would be submitted to the City-Parish per the CEA guidelines.

V. COMMUNITY RELATIONS

A. For Information: Communications Support

Ms. Crump recommended that the Bridge Center solicit proposals to outsource the communications functions of the Bridge Center for Hope. After due discussion, the board recommended drafting a solicitation of proposals and disseminating it to identified firms.

VI. FACILITY AND OPERATIONS UPDATE

A. For Action: Approval of signage at the site location

Ms. Claiborne reported that the Accountability and Quality Committee recommended “Future Home” signage at the construction site for public awareness. Ms. Claiborne presented a signage proposal to the Board of Directors. **On a motion from Chris Nichols and a second by Tonja Myles, the Board of Directors approved the signage proposal presented to the Board of Directors.**

B. Construction Update

Thomas Castellanos from RI reported that construction was on-track, long lead items have been ordered, and that no significant issues have been uncovered.

C. Operations Update

Amy Pugsley from RI reported that jobs for leadership roles would be posted in August 2020, and a job fair is scheduled for the first week of October 2020. She also noted that meetings with community partners are on-going.

Lysa Best from RI reported that local vendors are being vetted to provide services for the Bridge Center.

VII. UNFINISHED BUSINESS

A. For Information: Annual Ethics and Harassment Training

Ms. Claiborne reported that the annual ethics and harassment training for board members is due and provided instructional videos for each training.

VIII. NEW BUSINESS

Ms. Kliebert asked if there was any new business that needed to be addressed and requested for Ms. Claiborne to update the board on the new Accountability and Quality Committee. Ms. Claiborne reported that the new

committee was reconstituted from the Operations Committee with a new focus on providing oversight and held its first meeting on July 8, 2020. She also reported that Dr. Jan Laughinghouse was nominated as the committee chair.

Ms. Kliebert suggested that an update should be provided to Metro-Council and advised Ms. Claiborne to place the Bridge Center on the Metro-Council agenda.

#### IX. ADJOURN

With no further business to conduct, and **on a motion by Patrick Seiter and a second by Chris Nichols, the meeting was adjourned at 1:08 PM.**