



PUBLIC MEETING NOTICE

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

DATE: Tuesday, January 14, 2020
TIME: 12:00 PM – 1:00 PM
LOCATION: Breazeale, Sachse & Wilson, L.L.P.
One American Place, 23rd Floor
301 Main Street
Baton Rouge, LA 70801
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

January 14, 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

AGENDA

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| I. | CALL MEETING TO ORDER | Kathy Kliebert |
| II. | PUBLIC COMMENT ON AGENDA ITEMS | Kathy Kliebert |
| III. | MINUTES | Kathy Kliebert |
| | A. For Information: Minutes of the Board of Directors meeting held November 19, 2019 | |
| | B. For Information: Minutes of the Special Board of Directors meeting held on December 19, 2019 | |
| IV. | EXECUTIVE COMMITTEE | Kathy Kliebert |
| | A. For Action: Minutes of the Executive Committee meeting held November 14, 2019 | |
| | B. For Information: Board Member attendance policy | |
| V. | NOMINATING COMMITTEE | Kathy Kliebert |
| | A. For Information: Board Member resignation | |

- VI. OPERATIONS COMMITTEE Kathy Kliebert
 - A. For Information: RI International
 - 1. Collaborative meetings
 - 2. Next Steps
 - 3. Upcoming visit to finalize site location

- VII. FINANCE COMMITTEE Charles Abboud
 - A. For Information: Update on line of credit with Gulf Coast Bank
 - B. For Information: City-Parish funding
 - C. For Approval: Update on Chase Bank (updating account)
 - D. For Information: Update on transferring funds from Bridge Center to Criminal Justice Coordinating Council
 - E. For Information: Summary review of 2019 Budget expenses
 - F. For Approval: Donations link on website

- VIII. COMMUNITY RELATIONS Kathy Kliebert
 - A. For Information: Minutes of the Community Relations Committee meeting held on November 19, 2019
 - B. For Information: Communication channels
 - 1. Facebook
 - 2. Instagram
 - 3. Website

- IX. ADJOURN Kathy Kliebert



EXECUTIVE COMMITTEE MEETING

November 14, 2019
10:00 AM – 11:00 AM

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

MINUTES

I. CALL MEETING TO ORDER

Kathy Kliebert called the meeting to order at 10:12 AM. Executive Committee members in attendance were chair Kathy Kliebert, Murphy Paul, and Lauren Crump. Charles Abboud joined by phone. A quorum was determined.

Charlotte Claiborne attended from the Bridge Center for Hope. Lauren Crapanzano Jumonville attended from the Baton Rouge Area Foundation. Emily Grey and Murphy Foster attended from Breazeale, Sachse & Wilson. Chris Csonka attended from the Criminal Justice Coordinating Council.

II. PUBLIC COMMENT ON AGENDA ITEMS

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

III. MINUTES

- A. For Information: Minutes of the Board of Directors meeting held September 17, 2019

Ms. Kliebert reviewed the minutes of the Board of Directors meeting held on September 17, 2019.

IV. EXECUTIVE COMMITTEE

- A. For Action: Minutes of the Executive Committee meeting held September 17, 2019

Ms. Kliebert reviewed the minutes of the Executive Committee meeting held on September 17, 2019. **On a motion by Murphy Paul and a second by Lauren Crump, the Executive Committee unanimously approved the minutes of the Executive Committee meeting held September 17, 2019.**

- B. For Ratification: Charlotte Claiborne Contract

Ms. Kliebert presented Charlotte Claiborne's Executive Director contract for ratification. **On a motion to approve by Mr. Paul and a second by Ms. Crump, the Executive Director contract was ratified and will be presented to the Board of Directors.**

- C. For Information: Conflicts of Interest Policy

Ms. Kliebert requested that Board Members who have not signed the Conflicts of Interest policy be prepared to complete them during the Board meeting scheduled for November 19, 2019, and for those absent to submit electronically.

- D. For Information: Public Records Request

Ms. Kliebert discussed the recent public records request and the importance of attorney-client confidentiality. It was determined that no other public records requests had been made.

- E. For Information: Secretary of State website

Ms. Kliebert discussed the need to update the Bridge Center for Hope officers' information on the Secretary of State website.

V. OPERATIONS COMMITTEE

A. For Information: RI International

Ms. Kliebert informed the Committee that the RI International draft contract should be completed soon, and continued efforts with Louisiana managed care organizations, Louisiana Department of Health, CMS, and the Bridge Center facility are underway.

VI. FINANCE COMMITTEE

A. For Information: Financial Statement as of September 30, 2019

Mr. Abboud reported that expenses as of September 30, 2019, aligned with budgetary expectations.

B. For Information: City-Parish Funding Update

Ms. Kliebert reported that most of the anticipated 2020 City-Parish funding is expected in mid-January.

C. For Information: Minutes of the Finance Committee meeting held on October 23, 2019

Mr. Abboud reviewed the minutes from the Finance Committee meeting held on October 23, 2019.

VII. COMMUNITY RELATIONS

For Information: Meetings and Communications

Ms. Kliebert reported that the Community Relations Committee continues to update the Bridge Center for Hope website with monthly briefings and will prepare a communications plan at the next Community Relations Committee meeting held on November 19, 2019.

VIII. PRE-TRIAL RELEASE PROGRAM

A. For Information: Program Update

Ms. Kliebert reported that the Pre-trial Release Program has completed a total of 132 assessments. The program currently has 19 active participants with two participants scheduled to graduate on November 15, 2019. After their graduation a total of 28 program participants will have successfully graduated from the program.

B. For Information: Criminal Justice Coordinating Council transition

Ms. Kliebert reported that the Bridge Center for Hope would need to conduct a formal resolution to transfer remaining assets to the Criminal Justice Coordinating Council and terminate all remaining contracts associated with the pre-trial release program. Muphy Foster and Emily Grey were charged with preparing documentation to be presented at the Board Meeting on November 19, 2019.

IX. ADJOURN

With no further business to conduct, and on a motion by Mr. Paul and second by Ms. Crump, the meeting was adjourned at 11:08 AM.

Kathy Kliebert
Chair
November 14, 2019