



## **PUBLIC MEETING NOTICE**

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

DATE: Wednesday, May 29, 2019

TIME: 12:00 PM

LOCATION: Breazeale, Sachse & Wilson, L.L.P.  
One American Place, 23<sup>rd</sup> 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".

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Lauren Crump, Bridge Center for Hope Secretary



## BOARD OF DIRECTORS MEETING

May 29, 2019  
12:00 PM – 1:00 PM

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

### AGENDA

I.	CALL MEETING TO ORDER	Kathy Kliebert
II.	PUBLIC COMMENT ON AGENDA ITEMS	Ms. Kliebert
III.	MINUTES	Ms. Kliebert
	A. For Action: Amend Minutes of the Board of Directors meeting held on January 15, 2019	
	B. For Action: Approve Minutes of the Board of Directors meeting held on April 2, 2019	
IV.	EXECUTIVE COMMITTEE	Ms. Kliebert
	For Information: Minutes of the Executive Committee meeting held on May 24, 2019	
V.	NOMINATING COMMITTEE	Chief Murphy Paul
	A. For Information: Minutes of the Nominating Committee meeting held on April 25, 2019	
	B. For Ratification: Board Roster	

VI.	OPERATIONS COMMITTEE	Jan Kasofsky, PhD
	A. For Information: Solicitation of Proposal (SOP) B. For Ratification: Authorize legal counsel to negotiate contracts with external reviewers	
VII.	FINANCE COMMITTEE	Charles Abboud
	A. For Information: Operating Report as of March 31, 2019 B. For Information: Minutes of the Finance Committee meeting held on April 12, 2019 C. For Information: Minutes of the Finance Committee meeting held on April 23, 2019 C. For Information: Minutes of the Finance Committee meeting held on May 28, 2019 D. For Action: Authorize legal counsel to negotiate final agreement with an external accounting firm	
VIII.	COMMUNITY RELATIONS COMMITTEE	Pastor Tonja Myles
	For Information: Meetings and Communications	
IX.	PRE-TRIAL RELEASE PROGRAM	Ms. Kliebert
	For Information: Program Update	
X.	EAST BATON ROUGE CITY-PARISH	Ms. Kliebert
	For Information: Cooperative Endeavor Agreement with the City-Parish	
XI.	ADJOURN	Ms. Kliebert



## BOARD OF DIRECTORS MEETING

January 15, 2019

12:00 PM – 1:00 PM

Conference Line (225) 263–2052; Conference ID: 15712396

### MINUTES

#### I. CALL MEETING TO ORDER

Kathy Kliebert called the meeting to order at 12:05 PM. A quorum was determined. Board members in attendance were Charlie Abboud, Angie Clouatre, Lauren Crump, Denise Dugas, Gwen Hamilton, Dr. Jan Kasofsky, Gwen Knox, Hillar Moore, Pastor Tonja Myles, Chris Nichols, Chief Murphy Paul, and Mary Ann Sternberg. Dr. William “Beau” Clark joined by phone.

Lauren Jumonville, Debbie Pickell, and John Spain attended from the Baton Rouge Area Foundation.

Darryl Honoré attended as a guest of Murphy Paul.

Board members absent were Dennis Grimes and Chad Guillot.

#### II. MINUTES

##### **A. For Information: Minutes of the regular Executive Committee meeting held January 10, 2019**

Ms. Kliebert directed the Board’s attention to the minutes from the Executive Committee meeting provided in the handouts.

**B. For Action: Approve Minutes of the regular Board meeting held on October 18, 2018**

Ms. Kliebert asked the Board of Directors to approve the minutes of the Board meeting held on December 20, 2018. **The minutes were accepted on a motion by Hillar Moore and second by Mary Ann Sternberg.**

**III. FINANCE**

**A. For Information: Operating Report as of December 31, 2018**

Mr. Abboud reviewed the operating report as of December 31, 2018. There was due discussion given to the following items.

1. Income

Baton Rouge Area Foundation

The Baton Rouge Area Foundation (BRAF) did not contribute its anticipated \$150,000 in 2019. The Bridge Center did receive its entire, expected contribution from the City-Parish to fund the Pre-Trial Release program.

2. Expenses

i. Grants Voted

The 2018 Bridge Board voted to grant BRAF \$40,000 to offset the staff costs associated with managing the tax campaign's consultants.

ii. Vialink Crisis Line through 211

In 2016, The Crisis Intervention Center that operated 211 (the suicide prevention and crisis event hotline) experienced financial difficulty and considered transferring funding contracts to the Bridge. As conversations progressed, several funders requested to contract with ViaLink directly. The Bridge Board determined this financial model was unsustainable without full cooperation from contractors.

ViaLink, in turn, worked to secure all funding contracts from CIC. All phone lines formerly managed by CIC have now been successfully transferred to ViaLink with no service disruption.

**B. For Action: 2018 Audit and 990 engagement letter**

Ms. Kliebert requested the board approve engaging Daigrepont & Brian to complete the 2018 audit and 990. **On a motion by Mr. Abboud and second by Ms. Sternberg, the Daigrepont & Brian agreement to conduct the 2018 audit and 990 was unanimously approved.**

**IV. PRE-TRIAL DIVERSION PROGRAM**

**A. For Information: Program Update**

Ms. Kliebert noted that 29 clients are currently in treatment programs. Three additional participants are slated to be released from prison to begin their treatment programs later this week.

**B. For Information: John D. and Catherine T. MacArthur Grant**

BRAF originally received a small grant from the John D. and Catherine T. MacArthur Foundation to launch a Pre-trial Release Program for non-violent offenders who present to the prison with mental health and/or substance abuse issues. The Bridge Center was contracted to provide this service. After demonstrating success, the City-Parish fully-funded the program in 2018 and 2019. The Program is intended to intercept individuals from the penal system who would otherwise function well in society, given appropriate resource connection. To date, BRAF has worked with Bridge to oversee the Program's management and report outcomes.

Ms. Kliebert explained that the process to screen individuals for program eligibility is intense. A licensed, clinical social worker (LCSW) interviews candidates. The LCSW, then, interviews key individuals in the candidates' lives to corroborate stories and assess these individuals as viable support networks. If the candidate is still an appropriate fit, his or her file is presented to a team of project partners. These partners include: The District Attorney's Office, The Public Defender, The 19<sup>th</sup> Judicial District Court, City Court, Beverly Haydel (The Pretrial Release Program Manager), and BRAF.

Only candidates unanimously approved may participate in the program. Graduation and charge dismissal are contingent upon six-month treatment program completion.

Ms. Kliebert then reminded the board that BRAF was invited to apply for a new grant from the MacArthur Foundation to address widespread criminal justice reform in East Baton Rouge Parish; the Foundation was selected to receive \$175,000 a year for two (2) years. Efforts are underway to both hire a Coordinator to lead grant-related

initiatives and to incubate a non-profit organization to manage the Pretrial Release Program's expansion.

Ms. Kliebert noted that the Bridge is part of a mental health care continuum and does not want to own all mental health care-related programs. She, then, underscored Mr. Spain's point that a Pre-trial Release Program may be more appropriately overseen by the criminal justice system.

Pastor Tonja Myles and Dr. Jan Kasofsky reiterated the Pre-trial Release Program's intense case management component.

## **V. CONTRACTS**

### **A. For Action: Ratification of Contract Extension for Sequitur Consulting**

Ms. Kliebert asked the board to approve revisions to the above listed contracts. **The proposed extension was approved on a motion by Mr. Moore and second by Dr. Kasofsky.**

## **VI. BOARD APPOINTMENTS**

### **A. For Information: Amended Bylaws**

Ms. Kliebert reminded the board that all members voted electronically to update Article IV, Section 2, whereby the number of directors would increase from 15 to 18.

### **B. For Information: Minutes of the Nominating Committee**

Ms. Kliebert noted that the Nominating Committee unanimously agreed to the following Board of Directors and slate of officers.

Kathy Kliebert (Chair), to her second 2-year term;  
Chief Murphy Paul (Vice Chair), to his second 2-year term;  
Charles Abboud (Treasurer), to his second 2-year term;  
Lauren Crump (Secretary), to her first 2-year term;

William "Beau" Clark, MD, to his second 2-year term;  
Angie N. Clouatre, RN, to her second 2-year term;  
Denise Dugas, to her second 2-year term;  
Dennis Grimes, to his first 2-year term;  
Chad Guillot, to his second 2-year term;  
Gwen Hamilton, to her first 2-year term;  
Jan Kasofksy, PhD, to her second 2-year term;  
Gwen Knox, to her first 2-year term;

District Attorney Hillar Moore, to his second 2-year term;  
Pastor Tonja Myles, to her first 2-year term  
Chris Nichols, to her second 2-year term; and  
Mary Ann Sternberg, to her second 2-year term.

**C. For Ratification: Board Roster**

**On a motion by Dr. Kasofsky and second by Ms. Dugas, the board roster was accepted as presented.**

**VII. PROPHETIC VOICES**

**A. For Information: Responses to Concerns**

Ms. Kliebert recalled that she, Mayor Broome, Dr. Kasofsky, Mr. Moore, and Pastor Myles met with a group of pastors to discuss concerns over Bridge's operations, board makeup, and relationship with law enforcement. The board members represented agreed that Bridge's board should be more reflective of Baton Rouge's constituency and assured attendees that membership would soon be updated. Dr. Kasofsky explained that Bridge's clinical design is based largely on the Mental Health Emergency Room Extension's success (where no stabilized individual was ever arrested or transferred to jail). She then reinforced that Capital Area Human Services District would provide extensive training to EMS and other professionals expected to help those in crisis receive Bridge Center treatment.

Pastor Myles expressed the need to codify how Bridge advises community groups desiring a voice in Bridge's processes. Ms. Kliebert responded that the Community Relations Committee's two primary functions will be determining how to address public suggestions/concerns and coordinating organizational updates. Dr. Kasofsky recommended the Community Relations Committee compose scheduled communications and utilize CAHSD's Behavioral Health Collaborative Meetings as a forum to address public concerns. Ms. Kliebert and Mary Ann Sternberg commented that engaging citizens in partnership with other providers normalizes Bridge as a part of a greater mental health care treatment continuum.

**VIII. NEXT STEPS**

**A. For Action: Establish Board Committees**

1. Executive Committee
2. Nominating Committee
3. Finance Committee
4. Operations Committee

- i. Facilities Subcommittee
- ii. Licensing Subcommittee

5. Community Relations Committee

Ms. Kliebert informed the board that she would clarify Committee Roles via email, re-request board participation, and remind members that expedient responses are needed to launch Bridge as quickly and thoughtfully as possible.

Ms. Kliebert added that the Executive Committee would be charged with reviewing all Committee recommendations, the Nominating Committee needs one to two more members, and Mr. Abboud has agreed to chair the Finance Committee.

Mr. Abboud requested that at least two more board members (with financial backgrounds) volunteer for the Finance Committee. He explained that the Committee should request and evaluate accounting firm proposals for Chief Financial Officer activities until Bridge receives its first round of tax funding in 2020. The Committee would also need to work with board-approved legal representation to both serve in a general counsel function and support the Bridge Center in negotiating a cooperative endeavor agreement with the City-Parish to access tax funds.

Ms. Dugas remarked that revenue integrity, billing, and accounts payable will also be critical discussion points.

Ms. Kliebert noted that the Operations Committee's first decision will be determining if all administrative functions can be outsourced at a reasonable cost. Dr. Kasofsky added that prospective firms would have all necessary accreditations and could hire proficiently.

Ms. Kliebert added that Angie Clouatre and Ms. Dugas have volunteered for the Operations Committee. Dr. Kasofsky also volunteered for the Committee and to review past National Council for Behavioral Health contacts for provider candidates.

Pastor Myles volunteered to be a member of the Community Relations Committee.

**B. For Information: 2019 Cooperative Endeavor Agreement Update with the East Baton Rouge City-Parish**

**C. For Information: Fundraising/Early Receipt of Funds**

Chris Nichols inquired if Bridge has requested that the City-Parish advance the funds necessary to launch the Bridge Center. Lauren Crapanzano Jumonville replied that

the City-Parish has not made any commitments and that any assistance would be a grant or a loan.

BRAF staff members are working to establish an updated, cooperative endeavor agreement between Bridge and the City-Parish. Ms. Jumonville is happy to recirculate the current CEA (upon request).

Gwen Hamilton added that a CEA should be negotiated before receiving funds. Ms. Kliebert agreed, noting that ratified agreements increase accountability.

**IX. UPCOMING MEETING DATES**

Ms. Kliebert proposed that the board meet bi-monthly to expedite planning and implementation. After due discussion, all agreed to maintain a third Tuesday of every other month schedule. 2019 board meetings will be as follows.

March 19, 2019 at 12:00 pm

May 21, 2019 at 12:00 pm

July 16, 2019 at 12:00 pm

September 17, 2019 at 12:00 pm

November 19, 2019 at 12:00 pm

**X. ADJOURN**

With no further business to conduct, **on a motion by Pastor Myles and second by Chief Murphy Paul, Ms. Kliebert adjourned the meeting at 1:27 p.m.**



## BOARD OF DIRECTORS MEETING

April 2, 2019  
12:00 PM – 1:00 PM

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

### MINUTES

#### I. CALL MEETING TO ORDER

Chair Kathy Kliebert called the meeting to order at 12:21 PM. Board members in attendance were Ms. Kliebert, Chief Murphy Paul, Charlie Abboud, Lauren Crump, Michael Mitchell, Pastor Tonja Myles, and Mary Ann Sternberg. Board member William “Beau” Clark joined by phone. A quorum was determined.

Murphy Foster attended as the Bridge Center’s legal counsel. Sarah Gardner, Lauren Crapanzano Jumonville, and Debbie Pickell attended from the Baton Rouge Area Foundation. Lindsey Blouin attended from the East Baton Rouge Parish Public Defender’s office.

#### II. PUBLIC COMMENT ON AGENDA ITEMS

Hearing no request to comment, Ms. Kliebert proceeded to the agenda.

#### III. MINUTES

##### A. For Action: Approve Minutes of the Board of Directors meeting held January 15, 2019

Ms. Kliebert reviewed the minutes of the meeting held January 15, 2019. **On a motion by Charles Abboud and a second by Chief Murphy Paul, the Board of Directors unanimously approved the minutes of the Board of Directors meeting held on January 15, 2019.**

#### IV. EXECUTIVE COMMITTEE

- A. For Information: Minutes of the Executive Committee meeting held on March 27, 2019
- B. For Information: Confidentiality Policies

Ms. Kliebert reminded the board that the Executive Committee will have oversight of all committees and will ensure compliance with all expectations set forth in the finalized cooperative endeavor agreement (CEA) with the City-Parish.

She then notified board members that they will soon be asked to sign confidentiality agreements. The agreement would be limited in scope; address only drafted documents prepared in advance of formal board approvals, and; avoid giving any prospective contractor privilege.

#### V. NOMINATING COMMITTEE

- A. For Information: Minutes of the Nominating Committee meeting held on January 29, 2019
- B. For Information: Amended and Restated Bylaws approved February 11, 2019
- C. For Information: Board member resignation

Chief Paul reported that, during the January 29<sup>th</sup> meeting, there were two (2) open seats on the Board of Directors. He continued that after due discussion of a list of three (3) potential directors, the Committee voted to propose a by-laws amendment to increase membership to twenty (20) total board members.

The Board of Directors ratified the amendment and three (3) nominations. Now, after four (4) resignations (due largely to conflicts of interest), there are five (5) available seats.

Ms. Kliebert reminded the Board that a Metro Council member is mandatory, per the City-Parish CEA.

Chief Paul added that other individuals who offer financial expertise should be prioritized. He then agreed to convene a Nominating Committee meeting and offer recommendations for the Board to vote upon during the May board meeting.

#### VI. OPERATIONS COMMITTEE

- A. For Information: Minutes of the Operations Committee meeting held January 29, 2019
- B. For Information: Minutes of the Operations Committee meeting held February 8, 2019
- C. For Information: Minutes of the Operations Committee meeting held March 8, 2019
- D. For Information: Minutes of the Operations Committee meeting held on March 12, 2019
- E. For Information: Solicitation of Proposal (SOP)

Ms. Kliebert reported that the Operations Committee has held informational meetings with local and national providers. She added that she toured two (2) facilities that work in coordination to provide Crisis Now®-modeled services. Crisis Now® is a preferred national practice in which core services in a crisis continuum are deployed as full partners with law enforcement, hospitals and first responders. Some services provided by the Crisis Now® entities toured include: a mobile assessment team, crisis assessment center, sobering beds, detox program, and a behavioral health respite program.

She continued that the Operations Committee prefers to enlist a licensed entity with the capacity to provide all services directly or one that can subcontract others to provide individual services. The Operations Committee is currently drafting a Solicitation of Proposal (SOP) that will be released to the public and reviewed by the Board for approval in 2019.

## VII. FINANCE COMMITTEE

- A. For Information: Operating Report as of December 31, 2018
- B. For Information: Minutes of the Finance Committee meeting held February 11, 2019
- C. For Ratification: Directors and Officers (D&O) and Employment Liability insurance policies
- D. For Information: Accounting Function

Ms. Kliebert called upon Charles Abboud to deliver the Finance Committee Report.

Mr. Abboud reported that 2018 expenses aligned with budgetary expectations and that there were no major disbursements.

Mr. Abboud then noted that, in 2019, Bridge retained Breazeale, Sachse & Wilson, L.L.P, to render legal services by providing general representation. Expenses are forthcoming.

Finally, Mr. Abboud reported that the Finance Committee intends to outsource the accounting and Chief Financial Officer functions for the Bridge Center for Hope. The Finance Committee has held informational conversations with Postlethwaite & Netterville, LaPorte, and Faulk & Winkler regarding these services. And, the Finance Committee plans to soon contract a firm to provide these services, develop an administrative budget and assume responsibility for financial accountability to the City-Parish.

## VIII. COMMUNITY RELATIONS COMMITTEE

- A. For Information: Minutes of the Community Relations Committee meeting held February 11, 2019

Ms. Kliebert called upon Pastor Tonja Myles to deliver a Community Relations Committee update.

Pastor Myles reported that the Community Relations Committee intends to share the final executed CEA between the Bridge and City-Parish with the public.

Ms. Myles concluded her report by noting that the Community Relations Committee will provide monthly updates to the public, and the upcoming announcement will include information regarding the provider SOP.

## IX. PRE-TRIAL RELEASE PROGRAM

- A. For Information: Program Update
- B. For Action: Pre-Trial Release Program Coordinator Contract

Ms. Kliebert reported that there have been fifty-five (55) program participants, and approximately 20-25 individuals are enrolled in the program at any one time. She then noted that the program is staffed by one (1) Licensed Clinical Social Worker and one (1) Resource Coordinator. Thirteen (13) individuals have graduated to-date, and at least seven (7) more will be eligible for graduation in April.

Ms. Kliebert then asked the Bridge Center board to authorize legal counsel to negotiate a contract for a pre-trial release program coordinator with Chris Csonka. The contract will reflect an equivalent scope and terms as set forth in the previously existing contract with Sequitur Consulting. **On a motion by Lauren Crump and a second by Tonja Myles, the Bridge Center board unanimously authorized legal counsel to negotiate a contract for a pre-trial release program coordinator with Chris Csonka that reflects an equivalent scope and terms as set forth in the previously existing contract with Sequitur Consulting.**

X. EAST BATON ROUGE CITY-PARISH

A. For Information: Cooperative Endeavor Agreement with the City-Parish

Ms. Kliebert reported that Bridge has an executed CEA with the City-Parish that was approved on March 13, 2019.

XI. ADJOURN

With no further business to conduct, and **on a motion by Chief Paul and second by Mr. Abboud, the meeting was adjourned at 1:12 PM.**

Kathy Kliebert

Chair

April 3, 2019