

**A SPECIAL CALLED MEETING OF THE EXECUTIVE COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON WEDNESDAY, MAY 6, 2020, AT 11:00 A.M. BY VIDEO CONFERENCE  
AT THE CITY OF WEST MONROE COUNCIL CHAMBERS  
2305 NORTH 7<sup>TH</sup> STREET, WEST MONROE, LA 71291**

**MINUTES**

***Members Present:***

Courtney Hornsby, Chair

***Members Present by Zoom:***

A. Whitfield Hood, Jr.

Dr. Ed McGuire

Dr. Dave N. Norris, Jr.

Ken Phillips

***Staff Present:***

Alice M. Proffit, President/CEO

Janet Rutledge, Executive Assistant,

Secretary/Treasurer

***Others Present:***

Doug Caldwell, Attorney

***Members Absent:***

none

Pursuant to the provisions of Proclamation 52 JBE 2020 by the state of Louisiana, a tele-conference/video conference was held for this special called Executive Committee meeting. Courtney Hornsby called the meeting to order, and the presence of a quorum was verified.

**Minutes** – The minutes from the January 2, 2020, meeting were reviewed. There being no changes, upon motion by Dr. McGuire, seconded by Mr. Hood, the minutes were unanimously approved by all members then present (4-0).

**BCBSLA Grant Contract** – The contract for a grant to the Foundation of \$50,000 from Blue Cross Blue Shield of Louisiana Foundation, for a Community Crisis & Disaster Response Grant, was presented. Mr. Caldwell reported that he had reviewed the contents of the contract and all was in order for completion. It was noted that payment would be received in full upon completion and submission of the grant contract paperwork, and an implementation plan would be prepared, based upon approved goals for use of the monies, and submitted to the Board at its next meeting and thereafter to the HSD #1 Board of Commissioners. Upon motion by Dr. Norris, seconded by Mr. Hood, the recommendation to accept the grant and finalize the contract was unanimously approved by all members then present (4-0). This item will be presented to the Board of Directors.

**ULM Dental Hygiene Initiative** – Discussion was held concerning the funding for the ULM Dental Hygiene Initiative in light of school closures during the COVID – 19 pandemic and the upcoming renewal for the 5-year initiative. Updates were provided on the status of university clinic personnel and activities, including further discussion acknowledging the unknown future for education settings in the fall.

**January - June 2020 funds** – The ULM Dental Hygiene Program has requested that \$650.00 from the remaining funds from the January -June 2020 funding cycle be used to purchase toothbrushes and toothpaste to distribute to non-profit clinics and settings, as they are unable to supply these tools at this time through the Riser clinic or the mobile dental

hygiene unit. With the Foundation's assistance, those settings identified for distribution include the Health Hut in Ruston, Mercy Medical Health Clinic in Jonesboro, the Boys and Girls Clubs in West Monroe and Ruston, Morehouse Medical Community Center in Bastrop, and Monroe Pediatric Clinic. Recommendation was made to approve the use of the funds for this plan to distribute the supplies. After discussion, upon motion by Dr. McGuire, seconded by Dr. Norris, the recommendation was unanimously approved by all members then present (4-0).

Ken Phillips joined the meeting by Zoom at this time.

**July-December 2020 Funding Parameters** – A discussion was then held concerning the status for the July – December 2020 funding if the ULM Dental Hygiene Program is unable to deliver services, or is delayed in providing services, as provided for in the initiative. The committee acknowledged the need for ongoing communication between the Foundation and the ULM Dental Hygiene Program to further assess the situation as conditions warrant in the COVID-19 crisis. It was determined that more information would be forthcoming in future Foundation meetings. No further action was necessary at this time.


**2019 Annual Report** – The 2019 Annual Report for activities and performance during 2019 was presented. It was determined that distribution of the annual report, both in printed format and online e-version, would be timely communication with the public due to the postponement of the 2019 Annual Update to the Community Luncheon. It was further suggested that a video update for the website and a link to those who had planned to attend the luncheon would also be informative as to the activities of the Foundation during this time. Those options would be explored further by the Foundation staff. Upon motion by Mr. Hood, seconded by Dr. Norris, the 2019 Annual Report was unanimously approved (5-0). This item will be presented to the HSD #1 Board of Commissioners.

Dr. Norris exited the Zoom meeting at this time.

**President/CEO Report** – It was reported that investigation had previously been undertaken as to whether the Foundation should apply for the Small Business Payroll Protection Program. After review by some Board members, with input by Origin Bank and the Foundation CPA, it was decided that the Living Well Foundation would not participate in the program based on its standing in the community and the moral issues. In further update at this meeting, it was noted that qualification under current defined terms would likely have excluded the Foundation. It was also reported that a date for the 2019 Annual Update to the Community Luncheon cannot be determined until more is known on the reopening of business and the economy.

**Board Chair Report** – No further report at this time.

There being no other activities, and no Committee members or members of the public wished to make any further comments, upon motion duly made and seconded, the meeting was adjourned.

  
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Chair

  
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Secretary