

**A MEETING OF THE PROGRAMS/GRANT REVIEW COMMITTEE
OF THE LIVING WELL FOUNDATION
ON THURSDAY, OCTOBER 31, 2019, AT 7:30 A.M.
AT THE WEST MONROE CONVENTION CENTER
901 RIDGE AVENUE, WEST MONROE, LA 71291**

MINUTES

Members Present:

Ken Phillips, Vice Chair
Alberta Green
Courtney Hornsby
Dr. Robert Huffstutter
Dr. Dave N. Norris, Jr.

Staff Present:

Alice M. Proffit, President/CEO
Janet Rutledge, Executive Assistant, Secretary/Treasurer

Others Present:

Dr. Florencetta Gibson, Board Advisor

Members Absent:

none

Ken Phillips called the meeting to order, and the presence of a quorum was verified.

Minutes – The minutes from the April 25, 2019, meeting were reviewed. There being no changes, upon motion by Mrs. Hornsby, seconded by Dr. Huffstutter, the minutes were unanimously approved by all members then present (4-0).

Fall 2019 Grant Cycle Applications Review – The overall process for review was discussed, and it was noted that there were 35 applications received at a total request of \$790,063. As defined in the By-Laws, determinations of potential conflicts of interest would also be considered. It was reported that the revised grant budget approved by the Finance/Investments Committee is \$380,000.

The Committee expressed appreciation to the staff for the detail and tools provided on the grants for an efficient and thorough review, and thanked Dr. Gibson for participating in the process.

Consideration of Potential Conflicts of Interest – At this time, the Committee considered a potential conflict of interest for Dr. Gibson.

WHEREAS, the Programs/Grant Review Committee has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Committee by Dr. Florencetta Gibson with respect to the grant applicants from ULM Kitty Degree School of Nursing, Louisiana Tech University Department of Nursing, The Wellspring Alliance for Families, Inc., and United Way of Northeast Louisiana, and has had the opportunity to propound questions to her regarding the relationships disclosed;

WHEREAS, the Programs/Grant Review Committee has discussed, without the presence of the foregoing individual, whether she has a conflict of interest with respect to the designated grant applications;

RESOLVED, the Programs/Grant Review Committee hereby determines in full disclosure that Dr. Florencetta Gibson does have a conflict of interest with respect to the grant applicants. However, as a Board Advisor without voting rights and as an invited participant to the meeting, she may participate in the discussions with respect to all the grant applications.

At this time, the Committee considered a possible conflict of interest for Alberta Green regarding the application from United Way of Northeast Louisiana. After discussion, upon motion by Mrs. Hornsby, seconded by Mr. Phillips, the following was unanimously approved by all members then present (3-0), to wit:

WHEREAS, the Programs/Grant Review Committee has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Committee by Alberta Green with respect to the grant applicant, United Way of Northeast Louisiana, and has had the opportunity to propound questions to her regarding the relationship disclosed;

WHEREAS, the Programs/Grant Review Committee has discussed, without the presence of the foregoing individual, whether she has a conflict of interest with respect to the designated grant applications;

RESOLVED, the Programs/Grant Review Committee hereby determines that Alberta Green does have a potential conflict of interest with respect to the grant applicant and may not participate in the discussion and vote with respect to the grant application of United Way of Northeast Louisiana.

The Committee considered a potential conflict of interest for Courtney Hornsby regarding the grant applicants, Kiroli Foundation, Ouachita Parish School Board, United Way of Northeast Louisiana, and West Monroe Police Department. Upon providing additional information, Mrs. Hornsby departed the meeting. After discussion, upon motion by Dr. Huffstutter, seconded by Mrs. Green, the following was unanimously approved by all members then present (3-0), to wit:

WHEREAS, the Programs/Grant Review Committee has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Committee by Courtney Hornsby with respect to the grant applicants, Kiroli Foundation, Ouachita Parish School Board, United Way of Northeast Louisiana, and West Monroe Police Department, and has had the opportunity to propound questions to her regarding the relationships disclosed;

WHEREAS, the Programs/Grant Review Committee has discussed, without the presence of the foregoing individual, whether she has a conflict of interest with respect to the grant applications;

RESOLVED, the Programs/Grant Review Committee hereby determines that Courtney Hornsby does have a potential conflict of interest with respect to each of the grant applications disclosed and may not participate in the discussion and vote with respect to each of the grant applications.

At this time, the Committee reviewed a potential conflict of interest for the Committee member, Dr. Dave N. Norris, Jr., regarding the grant applicant, Louisiana Tech University, including the Departments of Psychological Services, Nursing, Entrepreneurship, and School of Human Ecology. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the following was unanimously approved by all members then present (4-0), to wit:

WHEREAS, the Programs/Grant Review Committee has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Committee by Dr. Norris with respect to the grant applicant, Louisiana Tech University, including the Departments of Psychological Services,

Nursing, Entrepreneurship, and School of Human Ecology and has had the opportunity to propound questions to him regarding the relationships disclosed;

WHEREAS, the Programs/Grant Review Committee has discussed, without the presence of the foregoing individual, whether he has a conflict of interest with respect to the designated grant applications;

RESOLVED, the Programs/Grant Review Committee hereby determines that Dr. Norris does have a potential conflict of interest with respect to the grant applicants and may not participate in the discussion and vote with respect to each of the grant applications.

At this time Dr. Norris and Dr. Gibson entered the meeting.

Discussion of the Grant Applications – Grant applications were then discussed, including reviews of submitted and follow up information. Special note was made of the number of requests to fund AEDs (automated external defibrillators) based on recent local occurrences, and that the recent decision by the Foundation to investigate a future approach for managing the broad requests that could evolve from the region will be important. It was noted that all applications were impressive and with merit.

ARCO – “Resource Access for Children and Adults with Disabilities” – requested \$18,970 for a one-time investment cost for training videos, equipment/supplies to use during therapeutic home visits, and printing and distribution costs for the updated ARCO/LWF Directory of Health and Social Services for Adults and Children. After discussion, upon motion by Mrs. Hornsby, seconded by Mrs. Green, the recommendation to fully fund the request at \$18,970 was unanimously approved (5-0).

Bright Star Ranch, Inc. – “Bright Star Ranch Equine-Assisted Activities and Therapeutic Riding – requested \$33,900 to fund startup costs, including equipment and instructors, for a new non-profit. It was noted that no other funding had been established. After discussion, upon motion by Mrs. Hornsby, seconded by Dr. Huffstutter, the recommendation for no funding at this time was unanimously approved (5-0).

Broaden Horizons – “Therapeutic Performing & Visual Arts Academy” – requested \$15,800 to fund professional instructors and purchase updated equipment for a therapeutic performing, creative and visual arts summer camp aimed at middle and high school students. After discussion, upon motion by Dr. Norris, seconded by Mrs. Hornsby, the recommendation to partially fund this request at \$6,000 was unanimously approved (5-0).

Camp Quality Louisiana – ‘Camp Quality Louisiana Summer Camp – requested \$7,500 as matching funding to cover facility fees for a summer camp for children with cancer. After discussion, upon motion by Dr. Huffstutter, seconded by Mrs. Hornsby, the recommendation to fully fund the request at \$7,500 was unanimously approved (5 -0).

Children’s Coalition for Northeast LA – “Alcohol Free Quinceanera” – requested \$19,000 to fund a program which promotes alcohol-free celebrations within the Hispanic population in Union Parish. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, the recommendation for no funding at this time was unanimously approved (5-0).

Freedom13 Ministries – “Purchased: Not for Sale NELA (Residential Recovery Program) – requested \$50,000 to provide for a program director and equipment/supplies for residential housing for sex trafficking victims in Jackson, Lincoln, and Ouachita parishes. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, the recommendation for no funding at this time was unanimously approved (5-0).

Based on the determined conflict of interest regarding the following applicant, and after providing further information prior to departure, Mrs. Hornsby then left the meeting.

Kiroli Foundation – “Highland Park Bike/Ped Path Phase 1” – requested \$50,000 as one-time matching funding to provide a bike/pedestrian path as defined in the master city development for connecting paths throughout the city within a multi-year project and as part of the master plan by the North Delta Planning Authority for bike/pedestrian paths for the region. After initial discussion, Dr. Norris made the motion for no funding for this project based upon the mission of the Foundation and other available funding. After further discussion, upon motion by Mrs. Green to partially fund this project at \$5,000, Dr. Norris withdrew his first motion and seconded the motion to partially fund the project at \$5,000. The recommendation was unanimously approved by all those present (4-0).

Mrs. Hornsby then rejoined the meeting.

LA Delta Community College – “A.S. in Nursing Electronic Health Records Documentation for Students” – requested \$5,100 for equipment and software to pilot a new Electronic Health Records Documentation program for nursing students. It was noted that no funds were requested to support or offset any existing salaries. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to fully fund the request at \$5,100 was unanimously approved (5-0).

Louisiana Emergency Response Network– “Emergency Nurse Pediatrics Education” – requested \$21,330 for teaching materials for training area ER nurses on pediatric trauma. It was noted that the organization will access all hospital ERs and ER nurses within the Foundation service area. After discussion, upon motion by Dr. Huffstutter, seconded by Dr. Norris, the recommendation to fully fund the request at \$21,330 was unanimously approved (5-0).

Based on the determined conflict of interest regarding the next three applicants, Dr. Norris left the meeting.

Louisiana Tech University Psychological Services Clinic – “Affordable Psychological Testing in Lincoln Parish – requested \$28,655 to provide equipment and supplies to expedite the psychological testing processes and to update tools to latest technology or materials. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to partially fund this project at \$19,500 was unanimously approved by all members then present (4-0).

Louisiana Tech University Schools of Nursing and Entrepreneurship – “Community Awareness of AED Locations and Procedures” – requested \$21,303 to continue the implementation of AED locations and education within Lincoln Parish and to extend to Union Parish. It was noted that the project is ahead of schedule in projected phases from previous funding and that the parish and city collaboration is excellent for maximum impact in the region. After discussion, upon motion by Mr. Phillips, seconded by Dr. Huffstutter, the recommendation to fully fund this project at \$21,303 was unanimously approved by all members then present (4-0).

Louisiana Tech University – School of Human Ecology – “Cycle Survival” – requested \$34,904 to prepare menstrual kits with supplies for young girls in schools and to provide instructors for programming and education. It was noted that there was no sustainability plan once the year is ended. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, the recommendation for no funding at this time was unanimously approved by all members then present (4-0).

At this time, Dr. Norris returned to the meeting.

Louisiana United Methodist Children and Family Services, Inc., Outdoor Wilderness Learning Center (the OWL)– “Improving Health through Animal-Assisted Therapy” – requested \$16,000 to expand equine experiential activities to disabled adults/children in specialty programs and nursing homes. It was noted that timelines for outcomes and sustainability may present challenges for meeting the needs of the defined participants. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

MCMC – WMHS School Based Health Center – “WMHS AED Project” – requested \$18,223 to purchase and install 10 strategically placed AEDs at WMHS and to assist in education and maintenance of the units. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to fully fund this project at \$18,223 was unanimously approved (5-0).

Mercy Medical Health – “Vision and Hearing for Mini Miracles” – requested \$12,653 to purchase vision and hearing equipment for the new pediatric wellness program at the federally qualified health center “look-alike” in Jackson Parish. It was noted that the center has a pediatric nurse practitioner on staff. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to fully fund this project at \$12,653 was unanimously approved (5-0).

MCMC – “Mer Rouge Pediatric Expansion”- requested \$17,500 for equipment and supplies for expanding the early screening, diagnostic and treatment program for pediatrics in the clinic. It was noted that the clinic is located in the far northeastern area of Morehouse Parish and serves a broad under-served region. After discussion, upon motion by Dr. Huffstutter, seconded by Dr. Norris, the recommendation to fully fund this project at \$17,500 was unanimously approved (5-0).

Morehouse General Hospital – “Safe and Sound” – requested \$41,386 to purchase a 3D ultrasound machine to update the prenatal programming needs. After discussion, upon motion by Mr. Phillips, seconded by Dr. Huffstutter, the recommendation to partially fund this project at \$30,000 for equipment only was unanimously approved (5-0).

North LA Teach One to Lead One – “North LA T1L1” – requested \$10,000 for Teach One to Lead One programming to 50 students in Ouachita Parish in spring of the 2019-2020 school year. It was noted that this is a national program and minimal information on how the local chapter was financially structured was provided. After discussion, upon motion by Mrs. Hornsby, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

Based on the determined conflict of interest regarding the following application, Mrs. Hornsby left the meeting at this time.

OPSB – “Riverbend Community Health Park” – requested \$33,000 to continue the Riverbend Community Health Park development by adding safety fencing and a pavilion. It was noted that this is a continued collaboration between the city of West Monroe and the OPSB and has funding support from the Blue Cross Blue Shield Foundation for construction of the park. After discussion, upon motion by Dr. Norris, seconded by Dr. Huffstutter, the recommendation to partially fund this project at \$19,750 was unanimously approved by all members then present (4-0).

At this time, Mrs. Hornsby returned to the meeting.

Rays of Sonshine – “Healthy You” – requested \$15,760 to provide training in CPR/first aid and to purchase 9 AEDs to use in their 9 properties in Ouachita Parish. It was noted that collaborations with LERN, first responders, and other authorized instructors can assist in their goals. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to partially fund the request at \$12,000 to cover the AEDs was unanimously approved (5-0).

Richland Parish Hospital – “Delhi Hospital: Ouchless ER Initiative”- requested \$14,602 to purchase a vein finder illuminator and other medical devices for IV insertion for the ER at Richland Parish Hospital. After discussion, upon motion by Mr. Phillips, seconded by Dr. Huffstutter, the recommendation to fully fund this project at \$14,602 was unanimously approved (5-0).

The Health Hut – “La Salud de la Familia -and Beyond” – requested \$19,801 to provide ongoing translator services and to add a second translator to the clinic, and to purchase needed equipment based upon the increased patient demand. It was noted that the Health Hut is a primary funded project with Lincoln Health Foundation, and that the services for the Hispanic population had exceeded expectations. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation to fully fund the request at \$19,801 was unanimously approved (5-0).

The Life of a Single Mom – “Single Moms Across North Louisiana” – requested \$13,500 to expand the service of the organization in North Louisiana from a south Louisiana base of operations by establishing support groups locally, holding conferences, and furnishing space. It was noted that there exists duplication at this time in services, but that qualitative programs could have impact on a specific population with special needs especially if defined for under-served women. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

The Northeast Louisiana Children’s Museum – “The Healthy Heart” – requested \$7,500 to implement programming for a traveling exhibit on the heart, developed by the museum in a previous grant. Additional materials were distributed to show the design and construction of the walk-in exhibit. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to fully fund the request at \$7,500 was unanimously approved (5-0).

Salvation Army of Monroe – “The Red Shield Emergency Shelter – requested \$15,000 for a deck/shed for the women’s area and provide equipment and fencing for a children’s playground. After discussion, upon motion by Mrs. Green, seconded by Dr. Huffstutter, the recommendation to fully fund the request at \$15,000 was unanimously approved (5-0).

The Wellspring Alliance for Families, Inc. – “The Wellspring CFDC Tele-health Counseling Program” – requested \$51,469 to partially offset existing salaries for the counseling team and to provide tele-health mental counseling supplies and equipment. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation to partially fund the request at \$6,000 to cover the equipment only was unanimously approved (5-0).

Based on the determined conflict of interest regarding the next applicant, both Mrs. Hornsby and Mrs. Green exited the meeting.

United Way of Northeast LA – “211 Community Resource Navigator” – requested \$20,000, as a one-time request, to provide for a case manager for the 211 service. It was noted that all agencies would be included within the resources for the 211 service. After discussion, upon motion by Mr. Phillips, seconded by Dr. Huffstutter, the recommendation to fully fund the request at \$20,000 was unanimously approved by all members then present (3-0).

At this time, Mrs. Hornsby and Mrs. Green returned to the meeting.

ULM – Department of Gerontology – “Addressing Healthcare Issues When Grandparents Raise Grandchildren” – requested \$23,248 to implement a program that provides for weekly sessions for support groups and materials for addressing challenges experienced by grandparents who are raising grandchildren. It was noted that this a growing area of the population and there are needs for collaborative efforts among providers for overall effectiveness. After discussion, upon motion by Dr. Norris, seconded by Mrs. Hornsby, the recommendation for no funding at this time was unanimously approved (5-0).

ULM – College of Pharmacy – “Cure for Hep C” – requested \$14,855 to provide for free hep c testing, supplies, education at public events. It was noted that all payors now provide for free testing for covered lives, and that federally qualified health centers can be a resource for uninsured patients. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

ULM – Kitty Degree School of Nursing – “DREAM Project” – requested \$3,000 for collaboration with Broaden Horizons and Riser Middle School to provide educational, recreational, and community activities for health, wellness, and nutrition, including a community garden. It was reported that the grant writer within the nursing department had given the Foundation notice of her coming departure from ULM. After discussion, upon motion by Mrs. Hornsby, seconded by Mr. Phillips, the recommendation for no funding at this time was unanimously approved (5-0).

ULM – Occupational Therapy Clinic – “Occupational Therapy Services for Underserved Children & Adults” - requested \$40,349 to continue to be able to provide therapeutic professionals to evaluate and treat the referred patients during summer and spring sessions, and to provide new equipment to implement specialized programs. It was noted that the clinic was serving a large patient base that has exhausted benefits from other payors and has a well-established relationship to clinics in the area to identify those referrals who typically require longer therapeutic interventions. After discussion, upon motion by Dr. Huffstutter, seconded by Mrs. Green, the recommendation to partially fund the request at \$32,928 to cover staff requirements, and contingent upon the OT Clinic continuously remaining open for the defined sessions, was unanimously approved (5-0).

ULM – College of Pharmacy – “Preventing Sudden Cardiac Death in Children, Adolescents, and Young Adults” – requested \$20,924 to provide AEDs and education and emergency response plans for schools. It was noted that SBHCs, FQHCs, LERN, and other organizations can be good collaborative partners in addressing these needs. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

Warren and Linda Trimble Ministries – “The Freedom Center Project for Youth” – requested \$29,400 for their fitness/play area completion and to bring youth and elderly together in programming at their church in Winnsboro. It was noted that they have received partial funding for the play structure and are seeking matching funding. After discussion, upon motion by Mr. Phillips, seconded by Dr. Norris, the recommendation for no funding at this time was unanimously approved (5-0).

Based on the determined conflict of interest regarding the next applicant, Mrs. Hornsby left the meeting at this time.

West Monroe Police Department – “Police with Heart” - requested \$9,431 to supplement the supply of AEDs for the department in additional patrol units. After discussion, upon motion by Mr. Phillips, seconded by Dr. Huffstutter, the recommendation to fully fund this project at \$9,431 was unanimously approved by all members then present (4-0).

At this time, Mrs. Hornsby returned to the meeting.

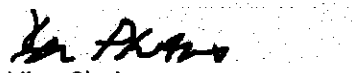
Workforce Development Board SDA-83, Inc. – “NELA Nursing Adjunct Faculty Project” – requested \$36,000 to supplement the gap in proposed funding in last year’s project for the collaborative pilot program for additional adjunct faculty to train and supply RNs at the 3 accredited nursing schools at ULM, Louisiana Tech University, and LA Delta Community College and to address the access of nursing students to programs and assist to lessen the critical nursing shortage. This is the continued collaboration with regional education and healthcare providers through the Healthcare Alliance in support of the BCBSLA Foundation 3-year Collective Impact Grant. It was noted that the gap in funding is a result of the unanticipated requirements of needed faculty to cover semesters within curricula at the schools. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Hornsby, the recommendation to partially fund the request at \$18,000 was unanimously approved (5-0).

Upon conclusion of the considerations, it was also determined that the Foundation should continue to be a resource and networking agent with applicants for any unfunded or partially funded projects for future implementation or ability to approach other funding agencies.

In final review, the total recommended funding was \$358,091. It was also noted that based on current financial performance, the Living Well Foundation should be able to meet the recommendations by the Committee, if so approved, which would require a budget amendment by the Board. All the above requests with Committee recommendations will be presented to the Board of Directors at its next meeting, and all grants with conflicts of interest would thereafter be presented to the HSD #1 Board of Commissioners.

Other Comments by Committee Members – No further comments were offered 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.


Vice Chair


Secretary