

**A MEETING OF THE NOMINEE RECOMMENDATIONS COMMITTEE
OF THE LIVING WELL FOUNDATION
ON THURSDAY, JULY 23, 2020, AT 12:00 NOON BY VIDEO CONFERENCE
AT THE CITY OF WEST MONROE MAYOR’S CONFERENCE ROOM
2305 NORTH 7TH STREET
WEST MONROE, LOUISIANA 71291**

MINUTES

Members Present:

Courtney Hornsby
Dr. Bob Huffstutter

Members Present by Zoom:

Major Jason Pleasant

Members Absent:

Bishop Don Banks
Dr. Ed McGuire

Staff Present:

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

Others Present:

none

Pursuant to the provisions of Proclamation 89 JBE 2020, a Nominee Recommendation Committee meeting was held at which some directors participated by tele-conference/video conference. It was noted that this meeting was rescheduled from its previously scheduled date of July 16, 2020.

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

Recommendation was made to amend the agenda to add an item, “Elect a Chair for the Nominee Recommendation Committee”. With no comments or other input from the public, upon motion by Dr. Huffstutter, seconded by Major Pleasant, the recommendation was unanimously approved (3-0). After adding the agenda item, upon motion by Dr. Huffstutter, seconded by Major Pleasant, the election of Courtney Hornsby as Chair was unanimously approved (3-0).

Minutes – The minutes from the July 11, 2019, meeting were reviewed. There being no changes, upon motion by Mrs. Hornsby, seconded by Major Pleasant, the minutes were unanimously approved (3-0).

Board Director Terms and Appointments – The terms of office for Board Directors were then reviewed. Jim Allbritton, a District director, will complete his first countable term December 31, 2020. Recommendation was made to nominate Mr. Allbritton for a second countable term beginning January 1, 2021, through December 31, 2023. Upon motion by Dr. Huffstutter, seconded by Mrs. Hornsby, the recommendation was unanimously approved (3-0).

Lori Allen, a District director, will complete a partial term December 31, 2020, as the appointee to fill the remainder of Deion Hemphill’s term beginning January 1, 2019. Recommendation was made to nominate Mrs. Allen for a first countable term beginning January 1, 2021, through December 31, 2023. Upon motion by Dr. Huffstutter, seconded by Mrs. Hornsby, the recommendation was unanimously approved (3-0).

Both of these items will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

As an update, it was reported that there are two Ouachita Parish Police Jury appointees who have requested to rotate off the Board due to personal reasons. As of December 31, 2020, Dr. Ed McGuire, District C appointee, will complete his second countable term and Dr. Jacquelyn Carter, District A appointee, will complete her first countable term. It was also reported that both these appointees have expressed their pleasure and personal satisfaction for serving on the Board of Directors. The Ouachita Parish Police Jury will determine appointees for these districts at a future date.

2021 Board Officers and Committees – A review was held on the service provisions regarding officers for the Foundation. After discussion, recommendation was made for officers for 2021:

Board Chair	– A. Whitfield Hood, Jr.	(1 st year)
Vice Chair, Finance/Investment Committee	– Dr. Dave N. Norris, Jr.	(2 nd year)
Vice Chair, Programs/Grant Review Committee	– Ken Phillips	(3 rd and final year)
Vice Chair, Planning/Operations Committee	– Courtney Hornsby	(1 st year)

Discussion was then held on the Foundation committees and structures, including governance provisions. Recommendation was then made for the following standing committees for 2021:

Executive Committee

- A. Whitfield Hood, Jr. – Chair
- Dr. Dave N. Norris, Jr. – Vice Chair, Finance/Investment Committee
- Ken Phillips – Vice Chair, Programs/Grant Review Committee
- Courtney Hornsby – Vice Chair, Planning/Operations Committee
- Jim Allbritton – Board Appointee

Finance/Investment Committee

- Dr. Dave N. Norris, Jr. – Vice Chair
- Jim Allbritton, Jr.
- A. Whitfield Hood, Jr.
- Major Jason Pleasant
- New OPPJ Appointee*

Programs/Grant Review Committee

- Ken Phillips – Vice Chair
- Lori Allen
- Alberta Green
- Courtney Hornsby
- Dr. Robert Huffstutter

Audit Committee*

- Jim Allbritton
- A. Whitfield Hood, Jr.
- New OPPJ Appointee*

Planning/Operations Committee

- (To be convened upon Board need)*
- Courtney Hornsby – Vice Chair

Recommendation was further made for an additional committee for 2021, pending the designation by the Board Chair:

Nominee Recommendation Committee*

- Bishop Don Banks
- Courtney Hornsby
- Dr. Robert Huffstutter
- Lori Allen
- New OPPJ Appointee*

* denotes that chair will be elected at the first meeting

After review and discussion, and in consideration of the recommendations for Board officers, the standing committees, and the additional designated committee, upon motion by Dr. Huffstutter, seconded by Major Pleasant, these recommendations were unanimously approved (3-0).

These 3 items (Board officers, standing committees, and additional designated committee) will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

Board Advisory Roles for 2021 – Consideration of advisors to the Board was presented and discussed, as provided for in the By-Laws. It was recommended that Julian Johnston and Dr. Florencetta Gibson continue in their roles as advisors to the Board. Upon motion by Mrs. Hornsby, seconded by Dr. Huffstutter, the recommendation was unanimously approved (3-0). This item will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

2021 Employees and Corporate Officers – The employees and Corporate officers for 2021 were presented. It was recommended that Alice M. Proffit continue as President/CEO and a Corporate Officer. Upon motion by Dr. Huffstutter, seconded by Major Pleasant, the recommendation was unanimously approved (3-0).

It was recommended that Janet M. Rutledge continue as Executive Assistant, Secretary/Treasurer, and a Corporate Officer. Upon motion by Major Pleasant, seconded by Dr. Huffstutter, the recommendation was unanimously approved (3-0).

Notification of the resignation of Sherry Miller due to COVID-19 issues and family health was provided to the Committee. It was recommended that this position remain open at this time but to be filled at a later date. Upon motion by Dr. Huffstutter, seconded by Major Pleasant, the recommendation was unanimously approved (3-0).

These items regarding employees and corporate officers will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

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.

Chair

Secretary