

**A MEETING OF THE EXECUTIVE COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON TUESDAY, MARCH 8, 2022, AT 7:30 A.M.  
AT THE WMWO CHAMBER OFFICE  
112 PROFESSIONAL DRIVE, WEST MONROE, LOUISIANA 71291**

**MINUTES**

***Members Present:***

Dr. Dave Norris, Jr. Chair  
Jim Allbritton  
Lori Allen  
Alberta Green  
Ken Phillips

***Staff Present:***

Alice M. Proffit, President/CEO  
Monica Turner, Executive Assistant,  
Secretary/Treasurer

***Absent:***

Doug Caldwell, Foundation Attorney

Pursuant to the provisions of Proclamation 18 JBE 2022, an Executive Committee meeting was held. Dr. Norris called the meeting to order, and the presence of a quorum was verified.

**Minutes** – The minutes from the January 6, 2022, meeting were reviewed. There being no changes, upon motion by Mr. Allbritton, seconded by Mrs. Allen, the minutes were unanimously approved (5-0).

**January 2022 Financial Statements** – The January 2022 financial statements, together with the Argent statement and the cash flow and bond worksheets, were presented. A detailed review of the balance sheet and profit and loss statement was held, with specific note of the unrealized losses due to market and national issues. A deficit was noted in the change of net assets for both month to date and year to date. A review of the bond worksheet indicated that, with several maturities in 2022, there will be an opportunity to invest in higher rates over time. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, the January 2022 financial statements were unanimously approved (5-0).

**2022 Budget Amendment** – A proposed amendment for the 2022 budget was discussed, due to the unrealized losses at this time. It was agreed that the proposed amendment needs to also reflect the current situation on any expense items. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Allen, the proposed amendment was unanimously approved (5-0). This item will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

**Strategic Plan 2023 – 2027** – Discussion was held on a process to begin the Strategic Plan, noting that provisions regarding the Foundation’s three overall themes from the Community Needs Assessment and the Community Plan remain relevant. These three themes are:

- Promoting Healthy Lifestyles Through Education, Awareness and Wellness Services
- Improving Access to Healthcare Through Availability and Affordability
- Addressing Special Healthcare Needs of Infants and Minor Children

It was recommended that the Board Chair and Vice-Chair of Planning/Operations Committee meet with the President/CEO to begin identifying a process and timeline prior to the Board meeting in May. It was further recommended that there be a consideration to include strategic community leaders who could provide additional insight. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Allen, the recommendations as presented were unanimously approved (5-0). This item will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

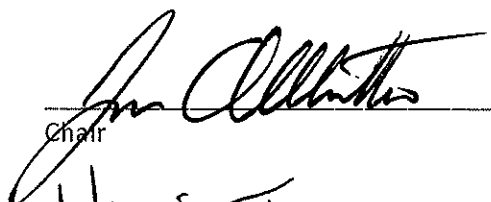
**SIMPLE IRA Plan** – An update was provided concerning the terms of the current SIMPLE IRA plan. Information was provided from the Finance/Investment Committee meeting on January 20, 2022, regarding eligibility options. As approved at that meeting, it was agreed that eligibility should include a participation in the plan for employees who would meet income threshold of \$5, 000 per year and obtained 1 year of employment. After discussion, and based upon further input that had been received from Argent Advisors, plan manager, it was recommended that eligibility should also include that participation would begin at the beginning of the year following completion of 1 year of employment. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Allen, the recommendation was unanimously approved (5-0). This item will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

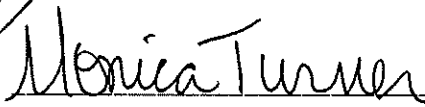
**Office Space Considerations** – An updated discussion was held regarding office space needs and possible solutions, including a review of financial perspectives. It was noted that there is still a possibility for office space next door once the tenant relocates, but that it would be feasible and prudent for the Foundation to also consider ownership of office space. After discussion, it was recommended that the Foundation relocate to the suite next door once available, and that further considerations of ownership, at a level of \$1,000,000, be discussed with the HSD #1 Board of Commissioners. Upon motion by Mr. Phillips, seconded by Mr. Albritton, the recommendation was unanimously approved (5-0). This item will be presented to the Board of Directors, and thereafter to the HSD #1 Board of Commissioners.

**President/CEO Report** – It was reported that meetings would be occurring soon to discuss a timeline for further school-based health center development involving Ouachita Parish schools. No action was necessary at this time.

**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