

**A MEETING OF THE PROGRAMS/GRANT REVIEW COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON THURSDAY, JULY 26, 2022, AT 7:30 A.M.  
AT THE WMWO CHAMBER OF COMMERCE  
112 PROFESSIONAL DRIVE, WEST MONROE, LA 71291**

**MINUTES**

***Members Present:***

Lori Allen, Vice Chair  
Alberta Green  
Dr. Robert Huffstutter  
Ken Phillips  
Christine Rambo

***Staff Present:***

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

***Others Present:***

Dr. Florencetta Gibson, Board Advisor

***Members Absent:***

none

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

**Minutes** – The minutes from the January 27, 2022, meeting were reviewed. There being no changes, upon motion by Mr. Phillips, seconded by Mrs. Rambo, the minutes were unanimously approved (5-0).

**Update on Prior Funding** – Discussion was then held on previously committed funding and remaining payments, including the special funding for the Louisiana Emergency Response Network at \$20,500 within the grant budget of \$275,000. It was noted that the Committee should be mindful of prior commitments, cash flow impact, and the grant budget. No action was necessary on this item.

**Review of Grant Cycle Parameters and Provisions** – A review of the priority and focus for the grant cycle was held, with a discussion on the post-pandemic recovery and qualifying criteria as previously approved. No action was necessary on this item.

**Consideration of Potential Conflicts of Interest** – At this time, potential conflicts of interest for Committee members were considered. Mrs. Allen exited the meeting after providing further information.

The Committee then considered a potential conflict of interest for Lori Allen regarding the grant applicant, University of Louisiana at Monroe Kitty Degree School of Nursing. After discussion, upon motion by Dr. Huffstutter, seconded by Mrs. Rambo, 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 Lori Allen with respect to the grant applicant, University of Louisiana at Monroe Kitty Degree School of Nursing, 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 grant application;

RESOLVED, the Programs/Grant Review Committee hereby determines that Lori Allen DOES NOT have a potential conflict of interest with respect to the grant application disclosed and may participate in the discussion and vote with respect to the grant application.

Mrs. Allen returned to the meeting, and Mrs. Green exited the meeting after providing additional information.

The Committee then considered a potential conflict of interest for Alberta Green regarding the grant applicant, University of Louisiana at Monroe Kitty Degree School of Nursing. After discussion, upon motion by Mrs. Rambo, seconded by Dr. Huffstutter, 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 Alberta Green with respect to the grant applicant, University of Louisiana at Monroe Kitty Degree School of Nursing, 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 grant application;

RESOLVED, the Programs/Grant Review Committee hereby determines that Alberta Green DOES NOT have a potential conflict of interest with respect to the grant application disclosed and may participate in the discussion and vote with respect to the grant application.

The Committee then considered a potential conflict of interest for Alberta Green regarding the grant applicant, Children's Coalition of Northeast Louisiana. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Rambo, 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 Albert Green with respect to the grant applicant, Children's Coalition 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 grant application;

RESOLVED, the Programs/Grant Review Committee hereby determines that Alberta Green DOES have a potential conflict of interest with respect to the grant application disclosed and accepts her offer to refrain from participation in any discussion or vote relating to those matters.

The Committee then considered a potential conflict of interest for Alberta Green regarding the grant applicant, Mary Bird Perkins Cancer Center. After discussion, upon motion by Dr. Huffstutter, seconded by Mrs. Rambo, 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 Alberta Green with respect to the grant applicant, Mary Bird Perkins Cancer Center, 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 application;

RESOLVED, the Programs/Grant Review Committee hereby determines that Alberta Green DOES NOT have a potential conflict of interest with respect to the grant application disclosed and may participate in the discussion and vote with respect to the grant application.

Mrs. Green then returned to the meeting, and Dr. Huffstutter exited the meeting after providing additional information.

The Committee then considered a potential conflict of interest for Dr. Bob Huffstutter regarding the grantee, University of Louisiana at Monroe Dental Hygiene Program, as related to their request for additional funding within the current Dental Hygiene Initiative budget. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, 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. Bob Huffstutter with respect to the grantee, University of Louisiana at Monroe Dental Hygiene Program, and has had the opportunity to propound questions to him regarding the relationship 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 grantee;

RESOLVED, the Programs/Grant Review Committee hereby determines that Dr. Bob Huffstutter DOES have a potential conflict of interest with respect to the grantee disclosed and accepts his offer to refrain from participation in any discussion or vote relating to those matters.

The Committee then considered a potential conflict of interest for Dr. Bob Huffstutter regarding the grant applicant, Town of Farmerville, as related to the Boys and Girls Club of North Louisiana as a provider within the application. After discussion, upon motion by Mr. Phillips, seconded by Mrs. Rambo, 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. Huffstutter with respect to the grant applicant, Town of Farmerville, and specifically the Boys and Girls Club of North Louisiana as a provider within the request, and has had the opportunity to propound questions to him regarding the relationship 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 grant application;

RESOLVED, the Programs/Grant Review Committee hereby determines that Dr. Huffstutter DOES have a potential conflict of interest with respect to the grant application disclosed and accepts his offer to refrain from participation in any discussion or vote relating to those matters.

Dr. Huffstutter then rejoined the meeting.

**Special Grant Cycle 2022 Applications** – The overall process for review was discussed, and it was noted that there were 15 applications received at a total request of \$934,320, and the total budget was \$275,000 as approved by the Board and HSD #1, with remaining available funds at \$254,500.

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.

At this time, a detailed discussion was held on each grant applicant, including reviews of submitted and follow up information. Those noted with conflicts, Mrs. Green and Dr. Huffstutter, departed the meeting upon discussion of those applicants. It was noted that all applications were impressive and with merit. After an initial review of the applications, and all discussion regarding perspectives of the grants, the following considerations for awards were made.

**Bright Star Ranch – “Freedom to Flourish”** – requested \$37,500, of \$43,500 total project, for renovation of space, equipment and supplies, and a program director, for their equine therapy program. It was noted that they were now eligible for Medicaid billing. Upon motion by Mr. Phillips, seconded by Dr. Huffstutter, recommendation to partially fund the request at \$5,000 was unanimously approved (5-0).

Mrs. Green exited the room at this time as related to the determined conflict of interest regarding the next applicant.

**Children’s Coalition of NELA - “Healthy Family Gardening & Signs of Suicide”** – requested \$15,000, of \$94,750 total project, for consultants for their programs, Signs of Suicide program and Healthy Gardening. It was noted that they were rebuilding personnel components for both programs, and that there were several matching grants for the Signs of Suicide program. It was also noted that the Foundation has previously funded the Signs of Suicide program. Upon motion by Mr. Phillips, seconded by Dr. Huffstutter, recommendation to partially fund the request at \$5,000, specifically for the Signs of Suicide program, was unanimously approved by all members then present (4-0 ), to-wit:

WHEREAS, it has previously been determined that a conflict DOES exist for Alberta Green regarding this grant applicant or application;

RESOLVED, the Programs/Grant Review Committee hereby determines that as Alberta Green did have a potential conflict of interest with respect to the grant application or the grant applicant, she has refrained from participation in the discussion and the vote relating to those matters, and it is not appropriate under the circumstances to appoint a disinterested person or committee to investigate alternatives;

RESOLVED, the Programs/Grant Review Committee hereby determines that (a) the Foundation cannot obtain a more advantageous arrangement with reasonable efforts from another person or entity that would give rise to a conflict of interest, (b) the proposed grant application is in the Foundation’s best interest and for its own benefit, and (c) the proposed grant application is fair and reasonable to the Foundation,

RESOLVED, the Programs/Grant Review Committee, having evaluated the proposed grant application in light of the Foundation’s grant selection factors, any staff reports, and the Committee’s considerations, hereby approves the application for a partial grant award of \$5,000, subject to the negotiation and execution of a formal written grant agreement and, if required under the Foundation’s By-Laws, subject to the approval of the Board of Commissioners of the Hospital Service District No. 1 of the Parish of Ouachita.

Mrs. Green returned to the meeting at this time.

**Delhi Community Health Center, Richland Parish Hospital – “Healthy Kids Zone: Mental Health Wellness Expansion Program”** – requested \$19,765, of \$107,491 total project, as mental health services within their new Mangham, LA, school-based health center. Upon motion by Dr. Huffstutter, seconded by Mr. Phillips, full funding of \$19,765 as requested was unanimously approved (5-0).

**Franklin Parish HSD #1 dba Franklin Medical Center – “Regional Training and Simulation Center”** – requested \$50,000, of \$761,519 total project, for the outfitting of the newly constructed enhanced clinical training and simulation facility. It was noted that this facility had purchased the HAL S3201 simulation robot, as new and unique to the area. Upon motion by Mrs. Green, seconded by Mr. Phillips, recommendation to partially fund this request at \$25,000 was unanimously approved (5-0).

**Kirol Foundation– “Highland Park Wetland Trails Wellness and Bicycle Safety Initiatives”** – requested \$22,900, of \$32,900 total project, for outdoor fitness equipment and a bike safety event for the new trailhead area. Upon motion by Dr. Huffstutter, seconded by Mrs. Green, recommendation to partially fund this request at \$15,000 for exercise equipment only was unanimously approved (5-0).

**Louisiana Delta Community College – “Barbering Program”** – requested \$50,000, of \$83,000 total project, to help fund equipment for their barbering program, within goals of providing vocational skills and career opportunities for those not on a 4-year college track. In addition, they proposed to provide barbering for the under-served population and the homeless within their training. Upon motion by Dr. Huffstutter, seconded by Mrs. Green, recommendation for no funding at this time was unanimously approved (5-0).

**Mary Bird Perkins Cancer Center – “Increasing Health Equity for the Medically Underserved through Mobile Cancer Screenings”** – requested \$25,000, of \$192,200 total project, to provide free screenings for breast and colon cancer via a mobile unit in northeast Louisiana. It was noted that multiple grants had been provided for these services, and that follow-up care would be vital for success. Upon motion by Mr. Phillips, seconded by Dr. Huffstutter, recommendation to partially fund the request at \$19,516, specifically for the screening procedures, was unanimously approved (5-0).

Mrs. Rambo then departed the meeting at this time due to a prior schedule conflict.

**Mercy Medical Health Center – “Mercy Dental’s Bright Smiles”** – requested \$75,899, of \$151,798 total project, to purchase up-to-date dental equipment for their Ruston full-service dental clinic, serving the under-served population and those without coverage in Lincoln Parish and surrounding areas. Upon motion by Mrs. Green, seconded by Mr. Phillips, recommendation to partially fund this request at \$35,000 was unanimously approved by all members then present (4-0).

**NELA Children’s Museum– “Support for Healthcare/Medical Gallery”** – requested \$50,000, of \$8,000,000 multi-year project, to construct and equip a healthcare/medical wing in its new location at Forsythe Park in Monroe. It was noted this project has broad involvement or interest from other funders and medical settings. It was further noted that they provide outreach programs for children who may not access the museum. Upon motion by Dr. Huffstutter, seconded by Mr. Phillips, recommendation to partially fund this request at \$20,000 was unanimously approved by all members then present (4-0).

Dr. Huffstutter exited the meeting at this time due to the determined conflict of interest regarding the next applicant.

**Town of Farmerville – “Boys and Girls Clubs of North Louisiana Farmerville Expansion”** – requested \$82,652, of \$259,073 total project, for a computer lab and multipurpose art room within a newly designated space in Farmerville to bring Boys and Girls Clubs programming through Club Blue to the town. It was noted there was broad business community support and additional funding for this program. After further discussion, upon motion by Mrs. Green, seconded by Mr. Phillips, recommendation to partially fund the request at \$20,000 was unanimously approved by all members then present (4-0), to-wit:

WHEREAS, it has previously been determined that a conflict DOES exist for Dr. Bob Huffstutter regarding this grant applicant or application;

RESOLVED, the Programs/Grant Review Committee hereby determines that as Dr. Huffstutter did have a potential conflict of interest with respect to the grant application or the grant applicant, he has refrained from participation in the discussion and the vote relating to those matters, and it is not appropriate under the circumstances to appoint a disinterested person or committee to investigate alternatives;

RESOLVED, the Programs/Grant Review Committee hereby determines that (a) the Foundation cannot obtain a more advantageous arrangement with reasonable efforts from another person or entity that would give rise to a conflict of interest, (b) the proposed grant application is in the Foundation’s best interest and for its own benefit, and (c) the proposed grant application is fair and reasonable to the Foundation;

RESOLVED, the Programs/Grant Review Committee, having evaluated the proposed grant application in light of the Foundation’s grant selection factors, any staff reports, and the Committee’s considerations, hereby approves the application for a partial grant award of \$20,000, subject to the negotiation and execution of a formal written grant agreement and, if required under the Foundation’s By-Laws, subject to the approval of the Board of Commissioners of the Hospital Service District No. 1 of the Parish of Ouachita.

Dr. Huffstutter returned to the meeting at this time.

**Union General Hospital – “Rural Health Clinic Construction and Equipment”** – requested \$300,000, of \$3,769,781 total project, to build a new rural health care clinic to replace the existing clinic, with addition of more clinical staff, including nurse practitioner and physician. Upon motion by Mrs. Green, seconded by Dr. Huffstutter, recommendation to partially fund this request at \$30,000 was unanimously approved by all members then present (4-0).

**University of Louisiana at Monroe – Kitty Degree School of Nursing – “Mobile Bridge to Health”** – requested \$12,314, of \$21,674 total project, to provide basic screening clinical services to the homeless in the area’s shelters. It was noted that the Foundation had previously provided initial funding for this project, and that St. Francis Medical Center now participated by providing their mobile unit. Upon motion by Mr. Phillips, seconded by Mrs. Green, recommendation to partially fund this program at \$4,400 specifically for equipment and supplies was unanimously approved by all members then present (4-0).

**VCOM (Edward Via College of Osteopathic Medicine – “VCOM- Louisiana Scholarship Program”**- requested \$100,000, of \$100,000 total project, to provide full scholarship of \$50,000 to one student for 2 years of a 4-year degree. Upon motion by Dr. Huffstutter, seconded by Mr. Phillips, recommendation for no funding at this time was unanimously approved by all members then present (4-0).

**Wellspring Alliance for Families – “Wellspring Psychiatric Services”** - requested \$81,700, of \$101,896 total project, to cover expenses for contracted clinical psychology services for medication management and telehealth platforms. It was noted that clinical personnel continue to be in tight supply for the region, and the services provide additional benefits for their existing programs. Upon motion by Mrs. Green, seconded by Dr. Huffstutter, recommendation to partially fund this request at \$38,400 for the professional services was unanimously approved by all members then present (4-0).

**Zion Helping Hands, Inc. – “Food Pantry”** – requested \$11,500, of \$25,261 total project, to outfit and expand the storage unit space for the food pantry, noted as one of the most vital resources for food disparity in Morehouse Parish. Upon motion by Mr. Phillips, seconded by Dr. Huffstutter, full funding of \$11,500 as requested was unanimously approved by all members then present (4-0).

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 \$248,581. It was also noted that, based on current financial performance, the Living Well Foundation should be able to meet the recommendations by the Committee. 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 will thereafter be presented to the HSD #1 Board of Commissioners.

Dr. Huffstutter exited the room at this time due to the determined conflict of interest as related to the next item.

**ULM Dental Hygiene Initiative** – The Dental Hygiene Program at the University of Louisiana at Monroe has requested \$2,000 for clinic supplies and laptop expense for the ULM on-campus dental hygiene clinic during the period July – December 2022, and to add the on-campus clinic to the Dental Hygiene Initiative for ongoing funding. It was noted that within the Dental Hygiene Initiative annual budget of \$35,000, there are typically unused funds that are returned by ULM, and that the request would not require a budget adjustment but would require an amendment to the Memorandum of Understanding and the Funding Agreement for the initiative in order to add the ULM on-campus dental hygiene clinic to the provisions.

After discussion, upon motion by Mr. Phillips, seconded by Mrs. Green, recommendation to amend the MOU and the Funding Agreement for the Initiative to include the ULM on-campus clinic and to fund the request at \$2,000 for the fall semester 2022 was unanimously approved by all members then present (3-0), to wit;

WHEREAS, it has previously been determined that a conflict DOES exist for Dr. Bob Huffstutter regarding this grantee;

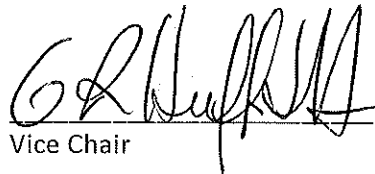
RESOLVED, the Programs/Grant Review Committee hereby determines that as Dr. Bob Huffstutter did have a potential conflict of interest with respect to the grantee, he has refrained from participation in the discussion and the vote relating to those matters, and it is not appropriate under the circumstances to appoint a disinterested person or committee to investigate alternatives;

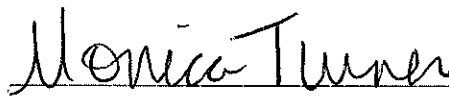
RESOLVED, the Programs/Grant Review Committee hereby determines that (a) the Foundation cannot obtain a more advantageous arrangement with reasonable efforts from another person or entity that would give rise to a conflict of interest, (b) the proposed request is in the Foundation’s best interest and for its own benefit, and (c) the proposed request is fair and reasonable to the Foundation;

RESOLVED, the Programs/Grant Review Committee, having evaluated the proposed request in light of the Foundation's grant selection factors, any staff reports, and the Committee's considerations, hereby approves the request of \$2,000 subject to the negotiation and execution of a formal written funding agreement and, if required under the Foundation's Bylaws, subject to the approval of the Board of Commissioners of the Hospital Service District No. 1 of the Parish of Ouachita.

Other Comments – No other discussion 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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Vice Chair

  
\_\_\_\_\_  
Secretary