

**A MEETING OF THE BOARD OF DIRECTORS  
OF THE LIVING WELL FOUNDATION  
ON THURSDAY, AUGUST 10, 2023, AT 7:30 A.M.  
AT THE WMWO CHAMBER OF COMMERCE  
112 PROFESSIONAL DRIVE, WEST MONROE, LOUISIANA 71291**

**MINUTES**

***Members Present:***

Jim Allbritton- Chair  
Todd Burgess  
P. Michelle Getret-Ford  
Alberta Green  
Melanie Massey Groves  
Dr. Bob Huffstutter  
Ken Phillips  
Doug Seegers  
Brandon Welch

***Members Absent:***

Shelby Sanchez Corral  
Chris Pittard  
Christine Rambo

***Staff Present:***

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

Mr. Allbritton called the meeting to order, and the presence of a quorum was verified. It was noted that the Foundation attorney, Doug Caldwell, would not be able to join the meeting due to a scheduling conflict, but that all items as necessary had been reviewed with him prior to the meeting.

**Minutes** – The minutes from the May 4, 2023, meeting were reviewed. There being no changes, upon motion by Mr. Burgess, seconded by Mr. Welch, the minutes were unanimously approved by all members then present by all members then present (8-0).

Mrs. Green joined the meeting at this time.

**Items to consider from the Finance/Investment Committee:**

**June 2023 Financial Statements** – A review was then held on the June 2023 financial statements, including the Argent statement, and the bond and cash flow worksheets. All expense areas were reported as within or under budget. The increase in income as detailed on the bond worksheet was noted, due to reinvested bonds at higher interest rates. There was no deficit noted in the month or year to date. After discussion, upon motion by Mr. Seegers, seconded by Mrs. Getret-Ford, the June 2023 financial statements were unanimously approved (9-0). This item will be presented to the HSD #1 Board of Commissioners for their quarterly review.

**1<sup>st</sup> Amendment 2023 Operating Budget** – The 1<sup>st</sup> Amendment to the 2023 Operating Budget was then presented, with reference to increasing the grant budget from \$250,000 to \$350,000 as recommended by the Committee based upon increased revenues and returned grant funds from the previous grant cycle. All other line items were amended as applicable for projected 2023 performance at this time. Upon motion by Mr. Burgess, seconded by Dr. Huffstutter, the amendment to the 2023 budget was unanimously approved (9-0). This item will be presented to the HSD #1 Board of Commissioners.

**Items to consider from the Programs/Grant Review Committee:**

**Consideration of Potential Conflicts of Interest** – Information was first presented regarding Dr. Florencetta Gibson’s work as a Board Advisor with the Foundation during the reviews for this grant cycle, and that she had disclosed that she is on the Board of Directors for the grant applicant, Brightstar Ranch, Inc. It was agreed that as she is not a voting or appointed member to the Board, there was no requirement for conflict determination for the discussion and vote on grant awards. At this time, potential conflicts of interest as submitted by Board Directors as regarding grant applicants in the Grant Cycle 2023 were considered.

Dr. Bob Huffstutter then exited the meeting after presenting information on his disclosure.

The Board considered a potential conflict of interest for Dr. Bob Huffstutter regarding the grant applicant, Boys and Girls Club of North Louisiana. After discussion, upon motion by Mr. Seegers, seconded by Mrs. Green, the following was unanimously approved by all members then present (8-0), to wit:

WHEREAS, the Board of Directors has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Board by Dr. Bob Huffstutter with respect to the grant applicant, Boys and Girls Club of North Louisiana, and has had the opportunity to propound questions to him regarding the relationship disclosed;

WHEREAS, the Board of Directors has discussed, without the presence of the foregoing individual, whether he has a conflict of interest with respect to the grant application;

RESOLVED, the Board of Directors hereby determines that Dr. Bob Huffstutter 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.

Dr. Bob Huffstutter then returned to the meeting, and Mrs. Green exited the meeting after offering some information on her disclosure.

The Board then considered a potential conflict of interest for Alberta Green regarding the grant applicants, ULM Foundation, Children’s Coalition of NELA, and Mary Bird Perkins Cancer Center. After discussion, upon motion by Mr. Burgess, seconded by Mr. Welch, the following was unanimously approved by all members then present (8-0), to wit:

WHEREAS, the Board of Directors has received and reviewed the Notice of Potential Financial Interest/Conflict of Interest presented to the Board by Alberta Green with respect to the grant applicants, ULM Foundation, Children’s Coalition of NELA, and Mary Bird Perkins Cancer Center, and has had the opportunity to propound questions to her regarding the relationships disclosed;

WHEREAS, the Board of Directors has discussed, without the presence of the foregoing individual, whether she has a conflict of interest with respect to each of the grant applications;

RESOLVED, the Board hereby determines that Alberta Green DOES NOT have a potential conflict of interest with respect to each of the grant applications disclosed and may participate in the discussion and vote with respect to the grant applications.

Mrs. Green rejoined the meeting, and Mr. Allbritton exited the meeting after providing information on his disclosure.

The Board then considered a potential conflict of interest for Mr. Allbritton regarding the grant applicants, Pinnacle Family Health, Inc., Richardson Medical Center, and Union General Hospital. After discussion, upon motion by Mr. Welch, seconded by Mr. Phillips, the following was unanimously approved by all members then present (8-0), to wit:

WHEREAS, the Board of Directors has received and reviewed the Notice of Potential Financial Interest/ Conflict of Interest presented to the Board by Jim Allbritton with respect to the grant applicants, Pinnacle Family Health, Inc., Richardson Medical Center, and Union General Hospital, and has had the opportunity to propound questions to him regarding the relationships disclosed;

WHEREAS, the Board of Directors has discussed, without the presence of the foregoing individual, whether he has a conflict of interest with respect to each of the grant applications;

RESOLVED, the Board of Directors hereby determines that Jim Allbritton DOES NOT have a potential conflict of interest with respect to each of the grant applications disclosed and may participate in the discussion and vote with respect to the grant applications.

Mr. Allbritton rejoined the meeting.

**Grant Cycle 2023 Applications** – At this time, the Board reviewed the priority and focus and any special considerations for the cycle. The overall process for review was discussed, and it was noted that there were 25 applications received at a total request of \$1,001,905, and the total budget was \$350,000 as now approved by the Board. The Foundation staff reported that all required documentation, including Secretary of State filings, Form 990 tax returns, and audited financial statements or other financial information, had been reviewed and was on file for these qualifying organizations.

The Board expressed appreciation to the Committee for an efficient and thorough review during the process. It was noted that all applications were impressive and with merit. Each grant application was then presented with recommendations for funding and discussion related to the grant request.

**Boys and Girls Club of North LA – “Serving More Kids, More Often, and in a Meaningful Way”** – requested \$50,000 of \$130,937 total project, for addition of staff, supplies, and snacks for existing programs in Ouachita Parish and expanding to Morehouse Parish. They work in addressing the gaps in connectivity for kids and making a difference in safe healthy spaces for kids as they expand their programs. Recommended funding by the Committee was full funding of \$50,000 as requested.

**Bright Star Ranch – “Freedom to Flourish Phase 2”** – requested \$17,000 of \$42,000 total project, for providing equipment and supplies for the previously funded space, with the addition of program director and support staffing costs. It was noted that the program is addressing services for those affected by human trafficking as well as other disadvantaged groups. Recommended funding by the Committee was partial funding of \$8,500 for the program director position only.

**Broaden Horizons – “Mental Health and Suicide Prevention for Impoverished Communities”** – requested \$9,000 of \$23,000 total project, for professional fees, instruction, and outside consultants for after-school and summer camp programming. It was noted that they were also requesting an AED at the summer camp location. Recommended funding by the Committee was partial funding of \$3,000.

**Children's Coalition of NELA – "Signs of Suicide"** – requested \$150,000 of \$236,092 total project, for expansion of the evidence-based program to outlying parishes to 7 middle and high schools and working with 3 SBHC's. It was also noted that the Foundation has previously funded the Signs of Suicide program, and that the new initiative for suicide prevention/intervention required licensed professional components and evidence-based programming for effective impact. Recommended funding by the Committee was partial funding of \$83,830 in support of the new position for mental health, the mental health consultants, and the other program licensing expenses only.

**City of West Monroe Fire Department – "Public Emergency Response Vehicle"** – requested \$28,597 of \$32,274 total project, for acquiring a specialty equipped Polaris Ranger vehicle for emergency medical and rescue services at events and activities where larger vehicles do not have access. Recommended funding by the Committee was full funding of \$28,597 as requested.

**Friends of Crowville – "Franklin Impact"** – requested \$20,000 of \$24,073 total project, for the purchase of 11 AEDs for 9 public and private schools, an activity center, and the Council on Aging in Franklin Parish. It was noted this was a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$10,000.

**Grace Place Ministries, Inc. – "Clothes Closet and Healthy Living Expansion"** – requested \$90,000 of \$100,000 total project, for the construction of a storage closet to assist in distribution of food supplies and hygiene products to support their overall mission within the community. It was noted that this was a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$10,000.

**HSD #1B of the Parish of Richland, State of LA, dba Richardson Medical Center – "Sports Facilities AED Provision"** – requested \$23,103 of \$24,648 total project, for installing 15 AEDs in every facility in Richland Parish that holds sports events. It was noted that this was a first-time request from this hospital in Richland Parish. Recommended funding by the Committee was partial funding of \$12,000.

**Hunters for the Hungry LA – "Freshly Harvested Game Program"** – requested \$25,000 of \$250,000 total project, for funding portions of program personnel costs. It was noted that this organization has received funding from the state and BCBSLA Foundation. It was further noted that this program works with the NELA Food Bank and produces over 15,000 pounds of protein for distribution to local food pantries, and that personnel outside the area is not eligible for funding, but freezer storage would be eligible. It was noted that this was a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$5,000 for cold storage equipment only.

**Junior League of Monroe – "Care Closets"** – requested \$20,000 of \$32,720 total project, for additional care closets within Monroe City, Ouachita Parish, and Richland Parish schools to provide basic hygiene and other supplies for needy kids which would help offset expenses incurred by teachers. It was noted that this organization has a strong organizational structure and volunteer participation, and that this was also a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$10,000.

**LA Emergency Response Network (LERN) – "Stroke and Trauma Education"** – requested \$25,000 of \$33,460 total project, for expanded training of students and instructors in trauma life support and emergency care intervention. It was noted that this organization has a solid track record of impacting communities and utilizes a "train the trainer" model for clinical professionals. Recommended funding by the Committee was full funding of \$25,000 as requested.

**Lyfe Skills Collaboration – “The Suicide Prevention and Intervention Neighborhood (SPIN) Project”** – requested \$87,500 of \$177,300 total project, to implement and offer intervention, psychotherapies, behavior therapies, and events for suicide prevention/awareness/intervention, including safety planning and follow up care. It was noted that this was a new non-profit and that no programming with this focus had been implemented within their model yet. It was also noted that this was a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$15,000 specifically for the professional consultants only.

**Mary Bird Perkins Cancer Center – “Improving Access to Early Detection Cancer Screenings to Impact Cancer Disparities”** – requested \$20,000 of \$114,599 total project, for ongoing mobile mammography fees and colonoscopy kits in northeast Louisiana. It was noted that this project has been funded by BCBSLA Foundation for multi-year services. There was further note of the current grant and status. Recommendation by the Committee was no funding at this time.

**Pinnacle Family Health, Inc. dba GO CARE Community Health Center – “Pinnacle Family Health Dental Clinic”** – requested \$50,000 of \$257,212 total project, for a dental suite consisting of treatment areas with panoramic x-ray and other necessary equipment. This is a first-time request from this non-profit. Recommended funding by the Committee was partial funding of \$30,000.

**Rays of Sonshine – “Project Hope”** – requested \$25,000 of \$65,600 total project, for expanding education services, increasing staff hours, adding life skills training, and case management after the impact of the pandemic to operations. It was noted that this project included provisions within general operating costs for rebuilding the organization. Recommendation by the Committee was no funding at this time.

**St. Christopher Day School Foundation – Community Learning Center – “The Views From Tower”** – requested \$100,000 of \$264,780 total project, to provide arts, music, technology, and wellness programming for all ages in a dedicated resource center, with 4 designated events to build interest and raise funds. It was noted that this program has support within the community and the capacity to grow with strong leadership. It was also noted that the inclusion of under-served populations will be an important component. This is a first-time request from this non-profit. Recommendation by the Committee was no funding at this time.

**The Arc of Ouachita (ARCO) – “Collaborating for Far-Reaching Quality”** – requested \$60,099 of \$214,676 total project, to collaborate with ULM College of Health Sciences and G.B. Cooley Services to provide therapies for developmentally disabled adults with the expansion to include children over time and including funding for ULM PTs for their work and 50% of expenses to OT, RN, and dietician for project. It was reported that the collaborative components of this program are not confirmed, and that this project is withdrawn at this time. Recommendation by the Committee was no funding at this time.

**The Center for Children and Families, Inc. – “The Hope Center”** – requested \$50,000 of \$140,000 total project, for staff for counseling and psychological services, including medication management, for existing services and a new location in West Monroe. Recommended funding by the Committee was partial funding of \$20,000 for the proposed position only.

**The Vine of NELA – “Flourishing the Vine through Expanding Educational, Social, and Communal Opportunity”** – requested \$12,651 of \$38,373 total project, for a program position of Volunteer and Outreach Coordinator. It was noted that this was a new non-profit, and that the structure of the organization was still in process, with minimal paid staff and Board presence, but that their connections and programming were growing. It was further noted that this was a first-time request from this non-profit. Recommendation by the Committee was no funding at this time.

**Union General Hospital – “Mental Health Matters”** – requested \$67,600 of \$142,600 total project, for a full-time position of Community Outreach Coordinator for the expansion of mental health services in the new rural health clinic. It was noted that the new clinic is not yet complete, and the current grant has been extended for that purpose. Recommendation by the Committee was no funding at this time.

**ULM – Department of Gerontology – “Developing Supportive Services for the Caregivers of Individuals with Alzheimer’s Disease”** – requested \$21,200 of \$31,300 total project, to provide education, mentoring, and training by licensed professionals for caregivers of those with cognitive deficits through supportive programming. It was noted that there is a large percentage of the population as patients and as caregivers, and that this focus will be important over time for health and well-being. Recommended funding by the Committee was partial funding of \$14,700 for the professional consultants only.

**ULM – OT Clinic – “Bedwetting Program for Children”** – requested \$11,569 of \$35, 575 total project, for the implementation of a pelvic floor rehabilitation pediatric bedwetting program. There was discussion related to curricula needs and provisions by ULM for equipment. Recommendation by the Committee was no funding at this time.

**ULM – OT Clinic – “Occupational Therapy Services for Children with Feeding Difficulties”** – requested \$11,569 of \$51,668 total project, for training faculty and for purchasing feeding assessment tools and specialized feeding equipment for teaching. Recommendation by the Committee was no funding at this time.

**ULM – Speech Language Pathology Clinic – “Dementia Compassion Project”** – requested \$16,158 of \$52,893 total project, for education, equipment, and needs within the pilot project addressing the populations affected by Alzheimers/dementia. It was noted that professional skillsets will be included in the training for broader impact with referral sources. Recommended funding by the Committee was partial funding of \$12,500 specifically for the continuing education expenses and capital equipment.

**Zion Helping Hands – “Backpack Food Program”** – requested \$10,000 of \$11,500 total project, to provide food in a backpack program at Bastrop High School when school is not in session, in collaboration with CommuniHealth Services and the Food Bank. It was noted that this is a dedicated food pantry partner addressing food disparity needs in Morehouse Parish. Recommended funding by the Committee is full funding of \$10,000 as requested.

In final review, the total recommended funding was \$348,127 for Grant Cycle 2023 as presented. With no further discussion on any application, and no variance to the recommendations as made by the Committee, upon motion by Mr. Seegers, seconded by Mr. Phillips, the recommended funding for each application as presented was unanimously approved (9-0).

**Item to consider from the Executive Committee:**

**Grantee Extension Request** – Discussion was held on a request from the grant recipient, American Red Cross, from the Special Grant Cycle 2021, to extend their grant duration a third time, through December 31, 2025, to allow for completion of the emergency response vehicle for northeast Louisiana by the third-party vendor due to ongoing delays. A review of the Foundation’s financial contribution to the American Red Cross was held, including the most recent communication and timelines. After discussion, recommendation was made to prepare a third amendment to the Grant Agreement with a revised grant duration through December 31, 2024 only, with requirement that all funds be returned to the Foundation if that date was not met. Upon motion by Mr. Phillips, seconded by Mr. Burgess, the recommendation was unanimously approved (9-0).

**Item on State Dental Sealant Grants:**

**School Year 2022-2023** – A review of the funded projects with the third-party providers for administration of the state dental sealant grant for 2022-2023 was held. Due to the return of funds expected within the funding, and the additional expenses incurred by a partner agency for appropriate and reasonable equipment and supplies for services, it was recommended that funding should be provided for those additional covered expenses, all within provided grant funds. Upon motion by Mr. Phillips, seconded by Mr. Welch, the recommendation was unanimously approved (9-0).

**School Year 2023-2024** – Information was presented regarding the participation of third-party providers for the administration of the state dental sealant grant and the reporting, personnel use, and challenges with accessing systems for required reporting. It was reported that the third-party providers were no longer interested in participating in the program due to these issues, but that it would not diminish the volumes of sealants applied for students in the Foundation service area. After discussion, recommendation was made for the Foundation to not renew a third year of participation as an administrator of funds within the state dental sealant grant program with Louisiana Seals Smiles (LaSS), a division of WellAhead LA Oral Health Program. Upon motion by Dr. Huffstutter, seconded by Mrs. Getret-Ford, the recommendation was unanimously approved (9-0).

**Insurance Renewals 2023-2024** – It was reported that renewals for all insurance policies were being sought, but that this item will be discussed at the next Executive Committee meeting in September 2023 upon receipt of insurance quotes. No action was necessary on this item at this time.

**Investment Portfolio Report** – Information was presented on the investment portfolio report recently provided to the Finance/Investment Committee in July 2023, including a maturity worksheet for all holdings. It was noted that all information had been forwarded to Board Directors by email after that meeting for their update. With no further discussion, and no questions on the report, no action was necessary on this item at this time.


**Filings of 2022 Reports** – It was reported that all required 2022 reports, including the Audit Report, the Form 990 Tax Return, the Annual Report, and the Compliance Certificate, were previously approved in committee and submitted within timelines. No further action was necessary on this item.

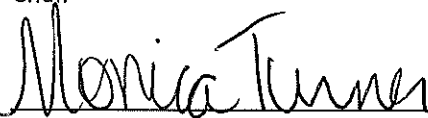
**Other Comments** – No other discussion at this time.

**President/CEO Report** – No further report 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

  
\_\_\_\_\_  
Secretary