

**A MEETING OF THE NOMINEE RECOMMENDATIONS COMMITTEE  
OF THE LIVING WELL FOUNDATION  
ON THURSDAY, SEPTEMBER 21, 2023  
AT THE WMWO CHAMBER OF COMMERCE  
112 PROFESSIONAL DRIVE,  
WEST MONROE, LOUISIANA 71291**

**MINUTES**

**Members Present:**

Shelby Sanchez-Corral  
Dr. Bob Huffstutter  
Chris Pittard

**Staff Present:**

Alice M. Prophit, President/CEO

**Staff Absent:**

Monica Turner, Executive Assistant,  
Secretary/Treasurer

**Members Absent:**

P. Michelle Getret-Ford  
Ken Phillips

**Others Present:**

None

The meeting was called to order, and the presence of a quorum was verified. Upon motion by Mr. Pittard, seconded by Mrs. Sanchez-Corral, Dr. Bob Huffstutter was elected as Chair of the committee (3-0).

**Minutes** – The minutes from the September 22, 2022, meeting were reviewed. There being no changes, upon motion by Dr. Huffstutter, seconded by Mr. Pittard, the minutes were unanimously approved (3-0).

**Reappointments and Terms of Board Directors** – A review of the provisions for service and terms was held, and the reappointment of two directors was then considered.

Jim Allbritton, an HSD appointee, is currently serving a second COUNTABLE term ending December 31, 2023. Recommendation was made for Jim Allbritton to serve a third and final COUNTABLE term beginning January 1, 2024, and ending December 31, 2026. Upon motion by Mr. Pittard, seconded by Mrs. Sanchez-Corral, the recommendation was unanimously approved (3-0).

Shelby Sanchez-Corral, an HSD appointee, is currently serving a PARTIAL term ending December 31, 2023. Recommendation was made for Shelby Sanchez-Corral to serve a first and COUNTABLE term beginning January 1, 2024, and ending December 31, 2026. Upon motion by Dr. Huffstutter, seconded by Mr. Pittard, the recommendation was unanimously approved (3-0).

Both of these recommendations for reappointments will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

In further review, it was noted that two OPPJ appointed directors were eligible for reappointment, and have indicated their interest to continue as a Board Director for the Foundation. P. Michelle Getret-Ford, District A appointee, ends a first COUNTABLE term on December 31, 2023, and is eligible for reappointment for a second COUNTABLE term beginning January 1, 2024, and ending December 31, 2026. Todd Burgess, District C appointee but residing in District E, ends a PARTIAL term on December 31, 2023, and is eligible for reappointment for a first COUNTABLE term beginning January 1, 2024, and ending December 31, 2026. Notification of the status of these two directors will be provided to the OPPJ for their consideration at a later

date. No action was necessary on these two items at this time, and an update will be provided to the Board of Directors at its next meeting.

**2024 Board Officers and Committees** – A review was then held on the service provisions regarding officers for the Foundation. After discussion, recommendation for 2024 Board officers was made as follows:

- Board Chair – Jim Allbritton (2<sup>nd</sup> year)
- Vice Chair, Finance/Investment Committee – Todd Burgess (1<sup>st</sup> year)
- Vice Chair, Programs/Grant Review Committee – Dr. Bob Huffstutter (2<sup>nd</sup> year)
- Vice Chair, Planning/Operations Committee – Ken Phillips (1<sup>st</sup> year)

Upon motion by Mrs. Sanchez-Corral, seconded by Mr. Pittard, the recommendation for Board Officers was unanimously approved (3-0). This item will be presented to the Board of Directors and thereafter to the HSD #1 Board of Commissioners.

Discussion was then held on the Foundation committees and structures, including governance provisions. It was noted that all directors were given opportunity to indicate their interests and have any questions answered. In addition, committee candidates were considered with respect for equitable representation as well as director interests. After discussion, recommendation was made for the 2024 standing committees as follows:

Executive Committee

- Jim Allbritton – Chair
- Todd Burgess – Vice Chair, Finance/Investment Committee
- Dr. Bob Huffstutter – Vice Chair, Programs/Grant Review Committee
- Ken Phillips – Vice Chair, Planning/Operations Committee
- P. Michelle Getret-Ford – Board Appointee

Finance/Investment Committee

- Todd Burgess – Vice Chair
- Jim Allbritton
- Ken Phillips
- Chris Pittard
- Brandon Welch

Programs/Grant Review Committee

- Dr. Bob Huffstutter – Vice Chair
- Shelby Sanchez-Corral
- Melanie Massey Groves
- Christine Rambo
- Doug Seegers

Audit Committee\*

- Jim Allbritton
- Todd Burgess
- Chris Pittard

Planning/Operations Committee

- (to be convened upon Board need)*
- Ken Phillips – Vice Chair

*\* denotes that Chair will be elected at the first meeting*

Recommendation was made for an additional committee for 2024, pending designation by the Board Chair:

Nominee Recommendation Committee\*

- Alberta Green
- Melanie Massey Groves
- Dr. Bob Huffstutter
- Doug Seegers
- Brandon Welch

*\* denotes that Chair will be elected at the first meeting*

In consideration of the recommendations for the 2024 standing committees and designated committee, upon motion by Dr. Huffstutter, seconded by Mr. Pittard, these recommendations were unanimously approved (3-0).

In a separate discussion, it was agreed that it would be advantageous for the Board to have at least 2 Board directors, including the Board Chair and one other, designated as alternates for committees, as provided in the Foundation By-Laws and upon approval by the Board, so that quorums can be assured for committee meetings in the case of vacancies or absences. As additional consideration, Chris Pittard indicated his interest and availability to be nominated as an alternate. After further discussion, recommendation was made for provision of alternates to include the Board Chair and one other Director, to include Chris Pittard, upon further review of the By-Laws provisions by the President/CEO with the Foundation attorney. Upon motion by Mr. Pittard, seconded by Mrs. Sanchez-Corral, the recommendation was unanimously approved (3-0).

All items for committee nominations will be presented to the Board of Directors.

**2024 Board Advisory Roles** – Discussion was held on possible advisors to the Board. Recommendation was made that Julian Johnston, a retired CPA, and Dr. Florencetta Gibson, a nurse professional and current marriage and family therapist professional, and both past Board directors, continue as Board advisors, if so designated by the Board Chair. Upon motion by Dr. Huffstutter, seconded by Mrs. Sanchez-Corral, the recommendation was unanimously approved (3-0). This item will be presented to the Board of Directors.

**2024 Employees and Corporate Officers** – The consideration of other officers, specifically Corporate officers, was then held. It was noted that the Executive Committee had recently met and reviewed personnel items for the Foundation.

Recommendation was made for Alice M. Proffit to continue as a Corporate Officer as the President/CEO of the Foundation. Upon motion by Mr. Pittard, seconded by Mrs. Sanchez-Corral, the recommendation was unanimously approved (3-0).

Recommendation of Monica Turner, Executive Assistant, to continue as Secretary/Treasurer, a Corporate officer, was then made. Upon motion by Dr. Huffstutter, seconded by Mr. Pittard, the recommendation was unanimously approved (3-0).

These two employee items 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.

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Chair

\_\_\_\_\_
Secretary