

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, June 14, 2016

Larry Pete, President, called the meeting **to order**, at 6:30 p.m. in TARC's Administration Building, Conference Room #3.

Upon roll call, the Board of Directors recorded as present were: Larry Pete, Della Hotard, Donell Donaldson, Mike Allemand, Karen Chauvin, Tracy Schwab, and Lindsay Ocker, Client Representative. Board members reported as absent were: Marie LeBlanc, Dr. Ruthanne Gallagher and Richard Watkins. **A quorum was present.** Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Tiffany Brunet, Bobby Roddy, Erica Pellegrin, Ericka Wolfe and Rodger Shelton.

Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Lindsay Ocker.

Approval of the Agenda-Karen Chauvin moved, seconded by Della Hotard, to approve the agenda. Motion carried.

Public to be Heard- There was no public to be heard.

Election of Officers-Mike Allemand moved, seconded by Della Hotard, to rescind from the May 10, 2016 Board of Directors meeting the motion made by Della Hotard and seconded by Karen Chauvin to keep the 2015-2016 slate of Officers the same for 2016-2017. Motion carried.

Larry Pete called for nomination of President for 2016-2017.

Mike Allemand moved, seconded by Karen Chauvin, to nominate Tracy Schwab for President. Motion carried. There were no other nominations.

Larry Pete called for nominations of Vice-President for 2016-2017.

Mike Allemand moved, seconded by Karen Chauvin, to nominate Della Hotard for Vice-President. Motion carried. There were no other nominations.

Larry Pete called for nominations of Secretary for 2016-2017.

Donnell Donaldson moved, seconded by Tracy Schwab, to nominate Karen Chauvin for Secretary. Motion carried. There were no other nominations.

Larry Pete called for nominations of Treasurer for 2016-2017.

Donell Donaldson moved, seconded by Karen Chauvin, to nominate Mike Allemand for Treasurer. Motion carried. There were no other nominations.

Installation of Officers and Board Members-Mary L. Bisland installed the following Officers and Board members: Tracy Schwab-President, Della Hotard-Vice President, Karen Chauvin-Secretary, Mike Allemand-Treasurer, Larry Pete-Director and Lindsay Ocker-Client Representative.

Secretary's Report-Donell Donaldson presented the Board of Directors report of May 10, 2016.

Della Hotard moved, seconded by Tracy Schwab, to accept the Board of Directors report of May 10, 2016, as presented. Motion carried.

President's Report- Larry Pete presented the Sunshine Laws to review for **Board Development**.

The **2016-2017 Committee members** were updated.

Donell Donaldson moved, seconded by Karen Chauvin, to accept the changes to the Board of Directors Committee members, as presented. Motion carried.

The Committee meetings to review the **Goals and Objective** will be scheduled for August.

The Board meeting **surveys** and the Board member self-assessments were reviewed.

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Mike Allemand moved, seconded by Della Hotard, to accept the review of the surveys. Motion carried.

Organizational Chart Changes-Tiffany Brunet, Erica Pellegrin and Ericka Wolfe presented organizational chart changes for their departments.

Tracy Schwab moved, seconded by Della Hotard, to accept the changes to the organizational chart. Motion carried.

Erica Pellegrin presented the **2015 Annual Report**.

Karen Chauvin moved, seconded Mike Allemand to accept the 2015 Annual Report. Motion carried.

Hour and Wage Overtime Rule-Mary L. Bisland reported that the new rule goes into effect on December 1, 2016. All of TARC's exempt staff, with the exception of four who hold professional licenses, will be paid an hourly rate due to not meeting the salary and duties test of the new rule. TARC will implement the change effective June 26, 2016.

Rodger Shelton presented and explanation of and updates to the comprehensive emergency management plan (CEMP), system safety program plan (SSPP) and system security plan (SSP).

Karen Chauvin moved, seconded by Donell Donaldson to approve the **CEMP, SSP and SSPP**. Motion carried.

Executive Director's Report- the Directors present reported on their Departments.

Karen Chauvin moved, seconded by Della Hotard, to excuse the absence of Marie LeBlanc. Motion carried.

Committee Reports:

Mike Allemand presented the **Finance Committee Report** of June 14, 2016.

Della Hotard moved, seconded by Tracy Schwab, to accept the Finance Committee Report of June 14, 2016. Motion carried.


Lindsay Ocker presented the **Client Representative Report** of June 14, 2016.

Della Hotard moved, seconded by Karen Chauvin, to accept the Client Representative Report of June 14, 2016. Motion carried.

Karen Chauvin moved, seconded by Mike Allemand to **adjourn**. Motion carried. The meeting adjourned at 7:30 p.m.

Respectfully Submitted,


Donell Donaldson, Secretary


Patricia Chauvin, Custodian of TARC records
Meeting tapes will be kept on file for six (6) years


Approved: Larry Pete, President