

Terrebonne ARC
BOARD OF DIRECTORS MEETING
Tuesday, August 9, 2016

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

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

Approval of the Agenda-Della Hotard moved, to remove #11, 1st and 2nd Quarter Outcomes, from the agenda. The roll call vote to amend the agenda was as follows: Tracy Schwab-yes, Della Hotard-yes, Karen Chauvin-yes, Mike Allemand-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes and Richard Watkins-yes. The roll call vote was unanimous. There was no public to be heard on the amendment.

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

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

Secretary's Report-Karen Chauvin presented the Board of Directors report of July 12, 2016.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the Board of Directors report of July 12, 2016. Motion carried.

President's Report- Tracy Schwab presented information from the Nonprofit Board Report about positive communication.

Organizational Chart Changes-Mary L. Bisland presented an Organizational Chart change to move the clerk position in the Transportation Dept. under the Administrative Assistant.

Richard Watkins moved, seconded by Dr. Ruthanne Gallagher, to accept the changes to the organizational chart. Motion carried.

Mary L. Bisland presented TARC's **Risk Management Plan**. It was suggested by CARF that we change the format of the plan.

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to approve the new version of the Risk Management Plan. Motion carried.

Mary L. Bisland presented TARC's **Accessibility Plan**.

Richard Watkins moved, seconded by Karen Chauvin, to accept the Accessibility Plan.

Deanna Zeringue presented the **Technology Plan**. The acceptance of the Technology Plan will be delayed until next month's meeting.

Mary L. Bisland reported that a handicap accessible van was **donated** to TARC. It is a nice vehicle and will be put in TARC's fleet.

We are in the process of receiving a donation of a three bedroom two bathroom brick home. The house appraised for \$162,000.00 in 2011.

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Della Hotard moved, seconded by Karen Chauvin to accept the donation of the property at 920 Savage Drive. Motion carried.

Executive Director's Report- Mary L. Bisland updated the Board, on the progress TARC has made to comply with the CMS rule. All of our businesses, except four of them, are in compliance. We have until 2019 to be in compliance. The Directors present reported on their Departments.

Committee Reports:

Mike Allemand presented the **Family & Client Grievance Committee report of July 12, 2016.**

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to accept the Family & Client Grievance Committee report of July 12, 2016. Motion carried.

Della Hotard presented the **Policy Committee report of July 12, 2016.**

Dr. Ruthanne Gallagher moved, seconded by Mike Allemand, to accept the Policy Committee report of July 12, 2016. Motion carried.

Dr. Ruthanne Gallagher presented the **Programs Committee report of July 12, 2016.**

Mike Allemand moved, seconded by Della Hotard to accept the Programs Committee report of July 12, 2016. Motion carried.

Mike Allemand presented the **Executive Committee report of July 12, 2016.**

Della Hotard moved, seconded by Dr. Ruthanne Gallagher to accept the Executive Committee report of July 12 2016. Motion carried.

Mike Allemand presented the **Finance Committee Report** of August 9, 2016.


Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Finance Committee Report of August 9, 2016. Motion carried.

Lindsay Ocker presented the **Client Representative Report** of August 9, 2016.


Karen Chauvin moved, seconded by Della Hotard, to accept the Client Representative Report of August 9, 2016. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Karen Chauvin to **adjourn**. Motion carried. The meeting adjourned at 7:41 p.m.

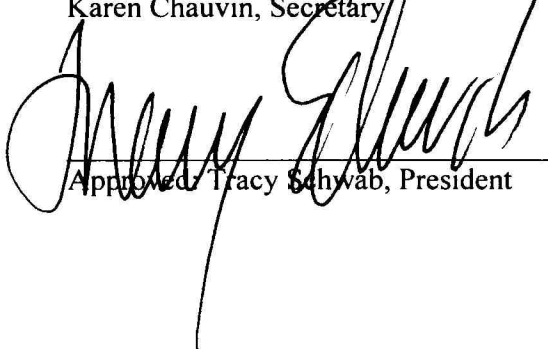
Respectfully Submitted,



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



Karen Chauvin, Secretary



Approved: Tracy Schwab, President