

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, June 11, 2019

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, Mike Allemand, Della Hotard, Richard Watkins, Karen Chauvin, Donell Donaldson, Dr. Ruthanne Gallagher, Tracy Schwab and Lindsay Ocker, Client Representative. Those absent was Tanner Magee. A **quorum was present**. Staff present were Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Tiffany Brunet, Rodger Shelton, Herb Ledet, and Kristy Harson.

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

**Approval of the Agenda**-Mike Allemand moved, seconded by Tracy Schwab, to accept the agenda, as presented. Motion carried.

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

**Secretary's Report**-Della Hotard presented the Secretary's report of May 14, 2019.

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to approve the Secretary's report of May 14, 2019. Motion carried.

**President's Report:**

**Board Development**- Larry Pete requested that the Board members fill out the information that was in packet to update their personal information and Board compliance paperwork.

The Committee meeting to review the **Goals and Objectives** will be scheduled for before and after the meetings in July.

It was requested that the Board of Directors and Finance Committee meetings be re-scheduled to July 17, 2019.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to reschedule the July Board of Directors and Finance Committee meeting to July 17, 2019. Motion carried.

**Election of Officers**-Larry Pete reported that the current Officers could serve another term in their positions.

Mike Allemand moved, seconded by Della Hotard, to accept the same slate of Officers for another term. Motion carried.

Mary L. Bisland **installed** Larry Pete, Richard Watkin and Lindsay Ocker to the Board of Directors.

**Appointment of Committee members**-Larry Pete suggested that Donell Donaldson be added to the Finance Committee and Della Hotard removed. In addition, Della Hotard will be on the Programs Committee and Donell Donaldson removed.

Karen Chauvin moved, seconded by Mike Allemand to accept the changes to the 2019-2020 Board of Directors Committee members, as presented. Motion carried.

Erica Pellegrin presented the 2018 **Annual Report**.

Karen Chauvin moved, seconded by Mike Allemand, to accept the 2018 Annual Report, as presented. Motion carried.

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Rodger Shelton presented the annual review and approval of revisions to the **CEMP, SSP AND SSPP**. LaDOTD requires these plans.

Karen Chauvin moved, seconded by Della Hotard, to accept the CEMP, SSP, and SSPP, as presented. Motion carried.

**Review of the Risk Management, Accessibility and Technology Plans.**

The 2018-2019 Accessibility Plan was presented.

Karen Chauvin moved, seconded by Mike Allemand, to accept the 2018-2019 Accessibility Plan. Motion carried.

The 2018-2019 Risk Management Plan was presented.

Della Hotard moved, seconded by Karen Chauvin, to accept the 2018-2019 Risk Management Plan. Motion carried.

The 2018-2019 Technology Plan was presented.

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to accept the 2018-2019 Technology Plan. Motion carried.

The **Board meeting surveys and Board members Self-Assessment** for the fiscal year 2018-2019 were reviewed.

Karen Chauvin moved, seconded by Dr. Ruthanne Gallagher, to accept the Board meeting surveys and self-assessments. Motion carried.

Mary L. Bisland presented the **Lines of Authority Policy #III-07**. Effective July 1, 2019, the staff designated to be in charge during the absence of the Executive Director is updated. The Director of TARC Enterprises I and II, will be first in the line of authority, followed by the Director of TARC Enterprises III.

Dr. Ruthanne Gallagher moved, seconded by Tracy Schwab, to accept the changes to Policy #III-07, Lines of Authority. Motion carried.

**Executive Directors Report**-Mary L. Bisland reported on the La. Conference of Executives meeting that she attended today. She also reported that the La. Vocational Rehabilitation Program is the only program involved in the pilot that we are participating in for the Governor's Office of Disability Affairs. Department Directors present reported on their Departments.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee Report** of June 11, 2019.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the Finance Committee report of June 11, 2019. Motion carried.

Lindsay Ocker presented the **Client Representative Report** of June 11, 2019.


Karen Chauvin moved, seconded by Donell Donaldson, to accept the Client Representative Report of June 11, 2019. Motion carried.

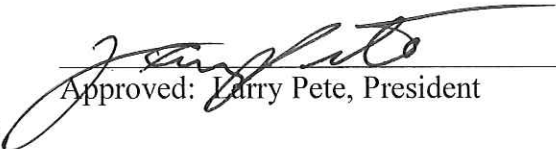
Richard Watkins moved, seconded by Mike Allemand, to **adjourn**. Motion carried. The meeting adjourned at 7:25 p.m.

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Respectfully Submitted,

  
Della Hotard, Secretary

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

  
Approved: Larry Pete, President