

Terrebonne ARC  
Board of Directors Meeting  
Tuesday, January 14, 2020

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, Donell Donaldson, Dr. Ruthanne Gallagher, Tracy Schwab and Lindsay Ocker, Client Representative. Board member absent was Karen Chauvin. A **quorum was present**. Staff present were Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Herb Ledet, Kristy Harson, Rodger Shelton and Tiffany Brunet. Mary L. Bisland led the group in **prayer**, followed by the **pledge** by Lindsay Ocker.

**Approval of the Agenda**-Della Hotard moved, seconded by Dr. Ruthanne Gallagher, to accept the agenda, as presented. Motion carried.

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

**Grand Designs**-Presented and discussed at the Finance Committee meeting.

Deanna Zeringue presented the **Audited Financial Statements** for the period ending June 30, 2019.

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to accept the Audited Financial Statements as of June 30, 2019. Motion carried.

**Budget Amendment**-Presented and discussed at the Finance Committee meeting.

Rodger Shelton presented the LaDOTD Comprehensive Emergency Management Plan (**CEMP**), the System Safety Program Plan (**SSPP**) and the System Security Plan (**SSP**), for annual review.

Della Hotard moved, seconded by Dr. Ruthanne Gallagher, to accept the CEMP, SSPP and SSP. Motion carried.

Mary L. Bisland presented a revision to Employee Handbook **policy #2-05, Probationary Period**.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the revision to Policy #2-05, Probationary Period. All votes were nay. The motion failed.

**Secretary's Report**-Della Hotard presented the Secretary's report of December 10, 2019. Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to approve the Secretary's report of December 10, 2019. Motion carried.

**President's Report:** The Mission Statement is on every table we want to make sure we are staying true to all the decisions made. We have someone who has applied for the vacant Board position. At the next meeting, we will be evaluating the Board Committees, to make sure we have the right fit for all Committees.

**Executive Directors Report**- Mary L. Bisland made a presentation to Della Hotard, who won the Leila Shaw award, through the ARC of La. We had the first Bayou Country Café construction meeting. I will keep you updated as constructions progresses. Next month I will be asking for

additional staff in order to comply with the Medicaid rule that will be in effect March 17, 2020. Directors present reported on their departments.

**Committee Reports:**

Deanna Zeringue presented the **Finance Committee report** of January 14, 2020.

Dr. Ruthanne Gallagher moved, seconded by Della Hotard, to accept the Finance Committee report of January 14, 2020. Motion carried.


Lindsay Ocker presented the **Client Representative Report** of January 14, 2020.

Donell Donaldson moved, seconded by Della Hotard, to accept the Client Representative Report of January 14, 2020. Motion carried.

Dr. Ruthanne Gallagher moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 7:20 p.m.

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