

Terrebonne ARC
Board of Directors Meeting
Tuesday, April 12 2022

Richard Watkins, President, called the meeting **to order**, at 6:30 p.m. in TARC's Bayou Country Café.

Upon roll call, the Board of Directors recorded as present were: Richard Watkins-President, Mike Allemand, Tracy Schwab, Larry Pete, Logan Aldridge, Ronald Chaisson, Donell Donaldson, Dr. Ruthanne Gallagher, Teresa King and Lyndsay Ocker, Client Representative. Staff present were: Mary L. Bisland, Patricia Chauvin, Deanna Zeringue, Erica Pellegrin, Herb Ledet, Rodger Shelton, Kristy Harson and Tiffany Brunet. Mary L. Bisland led the group in **prayer** followed by the **pledge** by Lindsay Ocker.

Richard Watkins **installed** Board member Ronald Chaisson,

Approval of the Agenda-Mike Allemand moved, to amend the agenda to add the Substantial Completion for Buy-U-Beads. Roll Call vote to amend the agenda: Richard Watkins-yes, Tracy Schwab-yes, Mike Allemand-yes, Larry Pete-yes, Logan Aldridge-yes, Ronald Chaisson-yes, Donell Donaldson-yes, Dr. Ruthanne Gallagher-yes and Teresa King-yes. The roll call vote was unanimous.

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

Mike Allemand presented the **Secretary's report of March 8, 2022**.

Tracy Schwab moved, seconded by Dr. Ruthanne Gallagher, to accept the Secretary's report of March 8, 2022, as presented. Motion carried.

Richard Watkins appointed new Board member, Ronald Chaisson, to three **Committees**.

Tracy Schwab moved, seconded by Mike Allemand, to appoint Ronald Chaisson, to the Policy, Programs and Family & Client Grievance Committees. Motion carried.

Voting Client Representative on the Board of Directors was discussed. The By-Laws, Self-Governing Policies and the Agreement between TARC and TPCG would need to be revised.

Dr. Ruthanne Gallagher moved, seconded by Larry Pete, to consider having an individual served as a voting Board member, as part of self-advocacy. Motion carried.

Larry Pete moved, seconded by Teresa King, to have a self-advocate voting member on the Board of Directors, for a three-year term, as any other Board member. Motion carried.

Organizational Chart Changes-Erica Pellegrin presented an Organizational Chart change to increase two staff from 32.5 hours to 37.5 hours per week in the Houma Grown Department.

Tiffany Brunet presented an Organizational Chart change to replace one part-time screen printer and one part time DSW with a Full Time DSW III in Grand Designs, change the Project Coordinator II position in Janitorial to a Project Coordinator I position and change the DSW II positions in Buy U Beads to DSW III positions. Motion carried.

Tracy Schwab moved, seconded by Donell Donaldson, to accept the Organizational Chart Changes, as presented. Motion carried.

Richard Watkins presented the **Certificate of Substantial Completion for Buy U Beads**.

Dr. Ruthanne Gallagher moved, seconded by Tracy Schwab, to accept the Certificate of Substantial Completion for Buy U Beads. Motion carried.

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Richard Watkins presented **Surplus** items to dispose of.

Tracy Schwab moved, seconded by Donell Donaldson, to dispose of the Surplus items, as presented. Motion carried.

Mary L. Bisland presented policy #V-10, **Covid-19 Vaccination Mandate Policy**.

Dr. Ruthanne Gallagher moved, seconded by Larry Pete, to accept Policy #V-10, Covid-19 Vaccination Mandate Policy. Motion carried.

Deanna Zeringue presented the **Financial Statement Engagement Letter** for the years ending June 30, 2022, 2023 and 2024.

Mike Allemand moved, seconded by Tracy Schwab, to accept the Financial Statement Engagement Letter and authorize Mary L. Bisland to sign the engagement letter. Motion carried.

Deanna Zeringue presented the **revised Capital Budget** for FYE June 30, 2022, as of April 2022.

Mike Allemand moved, seconded by Dr. Ruthanne Gallagher, to accept the revised Capital Budget for the FYE June 30, 2022, as of April 2022. Motion carried.

Deanna Zeringue presented the **revised Operating Budget** for FYE June 30, 2022, as of April 2022.

Mike Allemand moved, seconded by Donell Donaldson, to accept the revised Operating Budget for the FYE June 30, 2022, as of April 2022. Motion carried.

Richard Watkins presented the **2022 Salary Study** for salaried and hourly positions.

Larry Pete moved, seconded by Mike Allemand to table the salary study until next month whether in Executive Session or not. Motion carried.

Mary L. Bisland, Rodger Shelton and Deanna Zeringue updated the Board on **Hurricane Ida progress**.

Presidents Report: Board members reviewed attendance. The Policy Committee Meeting was scheduled for May 3, 2022 at 1:00 p.m.

Executive Directors Report-Directors present reported on their Departments.

Mike Allemand presented the **Finance Committee Report** of April 12, 2022.

Donell Donaldson moved, seconded by Larry Pete, to accept the Finance Committee report of April 12, 2022. Motion carried.

Lindsay Ocker presented the **Client Representative report** of April 12, 2022.

Donell Donaldson moved, seconded by Tracy Schwab, to accept the Client Representative report of April 12, 2022. Motion carried.

Mike Allemand moved, seconded by Donell Donaldson, to **adjourn**. Motion carried. The meeting adjourned at 7:35 p.m.

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Respectfully Submitted,



Mike Allemand, Secretary



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



Approved: Richard Watkins, President