

June 6, 2022



Richard Durrett, President
Lincoln Parish Police Jury
P.O. Box 979
Ruston, LA 71273

Mental Health • Addiction Disorders
Developmental Disabilities

Dear President Durrett,

This letter is a request for your consideration to appoint a resident of Lincoln Parish to fill a vacancy on the Board of Directors of the Northeast Delta Human Service Authority (NEDHSA).

NEDHSA directs and manages the operation of community-based programs to improve the quality of life of people with major mental illness, developmental disabilities and addictive disorders. The authority is governed by a board of seventeen (17) members, including four members from Ouachita Parish, two residents from Morehouse and Lincoln Parishes, and one each from Caldwell, East Carroll, Franklin, Jackson, Madison, Tensas, Union, Richland and West Carroll Parishes.

Lincoln Parish is entitled to two positions on the Board. Currently, I am the only Lincoln Parish representative and I encourage you to seek and nominate a resident candidate from our Parish to fill the second appointment.

For your information, I have enclosed a document that includes a brief description of the agency and the duties and responsibilities of our Board members. Please feel free to share this with any interested parties and encourage them to contact me at 318.245.7361 or mshipp1426@gmail.com with any questions.

To be considered for membership, the potential member would need to submit a letter of interest and brief resume to:

Ms. Delores Harris
Administrative Assistant
NEDHSA
2513 Ferrand Street
Monroe LA 71201

Thank you very much for your consideration regarding this matter.

Regards,


Michael K. Shipp, M.Ed., CDRS
Chairman, Board of Directors

c Delores Harris
Dr. Monteic Sizer



HSA

Northeast Delta
Human Services Authority

Mental Health • Addiction Disorders
Developmental Disabilities

Northeast Delta Human Services Authority

Board of Directors

Position Description and Responsibilities

About NEHDSA

NE Delta HSA directs and manages the operation of community-based programs to improve the quality of life of people with major mental illness, developmental disabilities and addictive disorders. We are devoted to deliver programs and services that encourage people to reach their true human potential.

The authority provides services in the following 12 parishes:

Caldwell

East Carroll

Franklin

Jackson

Lincoln

Madison

Morehouse

Ouachita

Richland

Tensas

Union

West Carroll

Contact Information:

NEDHSA Administrative Office

2513 Ferrand St

Monroe, LA 71201

318-362-3270

www.nedeltahsa.org

Executive Director: Dr. Monteic Sizer

Board of Directors

Michael K Shipp, M.Ed., Chairman

318.245.7361

mshipp1426@gmail.com

Mission:

NE Delta HSA serves as a catalyst for individuals with mental health, developmental and addictive disorders to realize their full human potential by offering quality, excellent care with greater accessibility.

These three tenets guide our actions:

- Greater access to services
- Excellent customer service
- Quality, competent care

NE Delta HSA Vision:

The NE Delta HSA vision is to build a unified Northeast Louisiana where individuals are thriving and reaching their full human potential.

NE Delta HSA Philosophy

- . Demonstrate that we will understand citizens' concerns – provide hope and integrity in the mental health, addictive disorder and developmental disabilities arenas.
- . Connect with citizens we serve and help them reach their best potential
- . Focus on commonalities among us rather than differences. Unify around opportunities.
- . Accountability for our actions
- . Opportunity for success equal for all citizens regardless of demographics.
- . Acknowledge any previous shortcomings and demonstrate how we are improving.
- . Build trust through accountability.
- . We are a catalyst and co-advocate for citizens to engage in the community and believe they can reach new heights.

Board Membership:

The authority is governed by a board of seventeen (17) members, including four members from Ouachita Parish, two residents from Morehouse and Lincoln Parishes, and one each from Caldwell, East Carroll, Franklin, Jackson, Madison, Tensas, Union, Richland and West Carroll Parishes.

Qualifications:

Qualifications: The appointees shall be professionals or active advocates in the fields of mental health, developmental disabilities, substance abuse services or areas related to serving citizens affected by those areas (law enforcement, judicial, healthcare, etc.). Parishes with two or more board members shall be represented by at least one professional and at least one advocate or consumer.

The advocates shall have demonstrated an active history of support and involvement in one or more of the service areas. Consumers shall have received services in one or more of the three service areas provided by the authority.

Additional important qualifications:

- Knowledge of the community
- Commitment to Authority's mission and strategic directions
- A commitment of time
- Openness to learning

Term:

Board members are appointed by their Police Jury, or designated governing body within the parish, for a three-year term, with an option of serving two more consecutive terms, pending re-appointment.

Accountability:

The Board members are collectively accountable to the community, funders and other stakeholders. They are accountable for the Authority's performance in relation to its mission and strategic objectives and for the effective stewardship of financial and human resources.

Authority: Individual board members have no authority to approve actions by the Authority, to direct staff, or to speak on behalf for the Authority, unless given such authority by the board.

Responsibility

Board members are responsible for acting in the best long-term interests of the Authority and its community and will bring to the task of informed decision-making, a broad knowledge and an inclusive perspective.

General Duties

Every member of the Governance Board is expected to;

- Prepare for and attend regular monthly meetings, held the second Tuesday of each month in Monroe
- Prepare for and attend specially called meetings as called by the Chairperson
- Participate in Board training activities
- Actively participate in the review of the Authority's mission and objectives and the development of a strategic plan
- Monitor the performance of the Authority in relation to established policies, objectives and core values
- Monitor financial performance in relation to established policies
- Abide by the by-laws, code of conduct and other policies that apply to the Board
- Establish, review and monitor policies that guide core operational practices (e.g. Financial management, human resource management)
- Participate in the evaluation of the Executive Director
- Participate in the recruitment and orientation of new Board members
- Participate in the evaluation of the Board itself
- Participate in committee work
- Keep informed about community issues relevant to the mission and objectives of the Authority

Reporting Requirements:

NEDHSA Board Members are required to adhere to the following annual requirements:

- Signing the NEDHSA Conflict of Interest statement
- Completing the Public Officials Ethics Training from the Louisiana Board of Ethics for each year in office
- Submitting a Tier 2.1 Personal Financial Disclosure Statement for each year in office