



# SMILE Community Action Agency

– Serving St. Martin, Iberia and Lafayette Parishes –

Christopher Williams, Ph.D.  
Chief Executive Officer

SMILE Board Officers  
Marlon Lewis  
President

Mary Batiste  
Vice President

Geri Brown  
Secretary

Vonda LeBlanc  
Treasurer

Lindsey Halley  
Parliamentarian

## SMILE BOARD OF DIRECTORS MEETING NOTICE

### ST. MARTIN PARISH

Mr. Scody Prade  
Ms. Vonda LeBlanc  
Mr. Thomas Guidry  
Mr. Richard Potier  
Mr. Zachary Landry  
Mr. Christopher Bourda

### IBERIA PARISH

Mr. Wallace Ozenne  
Ms. Sandra Moore  
Ms. Geri Brown  
Ms. Peggy Paul  
Ms. Lois Boutte  
Mr. Marlon Lewis

### LAFAYETTE PARISH

Ms. Janice Dixon  
Ms. Mary Batiste  
Mr. John Billiot  
Ms. Lindsey Halley  
Ms. Africa Arceneaux  
Mr. Ronald Cormier

**Chief Executive Officer:** Christopher Williams, Ph.D.

### Departmental Directors

Irma Bourgeois, Director of Field Operations  
Stephen Woods, Temporary Chief Financial Officer  
RoxAnne Chaisson-Pitre, Temporary Director of Human Resources  
Ruth Foote, Director of Grants/Communications  
Vanessa Williams, Health & Wellness Project Director  
Hilda Wiltz, Resource Program Manager  
Susannah Malbreaux, RSVP Project Director  
Rita McCoy, Executive Administrative Assistant

**FROM:** GERI BROWN, SECRETARY  
SMILE BOARD OF DIRECTORS

**DATE:** April 18, 2018

**SUBJECT:** SMILE BOARD OF DIRECTORS MEETING

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The SMILE Board of Directors' meeting has been scheduled for:

**DATE:** Monday, April 23, 2018  
**PLACE:** Iberia CAC  
722 Walton Street  
New Iberia, LA 70560  
**TIME:** 6:00 p.m.

Please plan to attend. If you are unable to attend, please contact the Central Office at (337) 234-3272. We look forward to seeing you at the meeting.

(337) 234-3272  
www.smilecaa.org

P.O. Box 3343, Lafayette, LA 70502  
501 St. John Street

TDD 711  
Fax (337) 234-3274

**SMILE Community Action Agency  
Board of Directors Meeting Agenda  
Monday, April 23, 2018  
New Iberia, LA  
(1968-2018)**

- I. Call to Order
- II. Meditation
- III. Pledge of Allegiance
- IV. The Promise of Community Action/Read in Unison:  
*Community Action Changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.*
- V. SMILE Mission Statement/Read in Unison:  
*SMILE Community Action Agency is to serve as a clearinghouse for community needs, with a focus on health, education, and economic stability, the betterment of all disadvantaged individuals, children and families that we encounter.*
- VI. Roll Call
- VII. SMILE Board of Director's Meeting Protocol (Please be guided by our Protocol located in the front of your board binder.)
- VIII. Public Comment – (Blue Cards shall be turned in no later 5:45 p.m.)
- IX. Approval of the SMILE Board of Director's Special Meeting of March 19, 2018
- X. Approval of the SMILE Board of Director's Meeting Minutes of March 26, 2018
- XI. Committee Reports Verbal
  - a. Finance Committee Report of April 9, 2018
  - b. Human Resources Committee Report of April 9, 2018
  - c. Booster Committee April 11, 2018
- No Report** - Executive Committee/Appraisal Committee, Equal Opportunity Committee, Planning Committee, Audit and Risk Oversight Committee, Bylaws Committee, and For Profit Committee
- XII. Action Items
  - a. March 2018 Statement of Revenue & Expenditure – Finance
  - b. Approval of Agency Wide Budget – Finance
  - c. Personnel Actions – Human Resources
  - d. Approval of CSBG Quality Improvement Plan – CEO
  - e. Approval of CSBG Activity Report for the Month of March 2018 – CEO
- XIII. CEO's Report for the month of April 2018
  - a. Update on SMILE HS/EHS
  - b. Staff Profile – Hilda Wiltz, Resource Program Development

XIV. Resolution

- a. Federal Transit Administration Title VI Program
- b. CHODO Resolution

XV. New Business

- a. Appointment of the Communications, Social Media and Website Committee

XVI. Correspondence

- a. 2017 Diversity Plan and Compliance with DHHS Regulations 45 CFR Part 80 and 64
- b. ACAP Conference – June 5-8, 2018

XVII. Executive Session

- a. Royal Hill vs. SMILE Community Action Agency, Fifteenth Judicial District Court, #C-20165045 L
- b. SMILE vs. U.S. Department of Health and Human Services, et al, United States District Court for the Western District of Louisiana, 6:17-CV-00966
- c. Wendell Garrett and Tristyan Garrett individually and on behalf of their minor child Dajah Garrett vs. Lawanna Thibodeaux and SMILE, Fifteenth Judicial District Court , #C-20172181 G

XVIII. Announcements

XIX. Adjournment