

To Terrebonne Council on Aging, Inc.
BOARD OF DIRECTORS
Thursday, December 14, 2023 - 12:00
995 West Tunnel Blvd., Houma, LA 70360

- I. Call to Order** – Chairman, Michael Boquet called the meeting to order @ 12:00
- II. Invocation** – Carla Chaisson
- III. Pledge of Allegiance** – Melvin Malbrough
- IV. Roll Call**

Present	Absent	Guest	Staff
Michael Boquet	Roland Aucoin	Janice Aufrichtig	Michel Claudet
Jerome Boykin	Dave Kane	Kerry Fabre	Cherise Tabor
Carla Chaisson		Elmy Savoie	Brandie Breaux
Larry Daigle		Brooke Hidalgo	Amanda Hebert
Cyrus Pitre		Kelli Varnado	Jada Ledet
Kurt Charpentier		Ben Walker	Randy Manning
Melvin Malbrough			Sherry Liner
Jean LeBoeuf			Shantell Johnson
John Silver			Jane Walker
			Shea Fanguy
			Kayla Dardar

MINUTES

- 1. Public Comments (Limit 5 minutes per speaker)**
There were no public comments.

Carla Chaisson made the motion “To close public comments” Seconded by Jerome Boykin.
Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver
Nays: None
Absent: Roland Aucoin, Dave Kane
The Chairman declared the motion adopted.
- 2. Welcome New Members** – Welcomed and introduced new member John Silver to the board.
- 3. Minutes, Committee Reports, Resolutions, and other items needing to be adopted.**
 - a. Adopt the Minutes of Board of Directors Meeting on November 16, 2023.**
 - b. Accept Report from Board of Development Meeting on November 16, 2023.**
 - c. Adopt Minutes of the Annual Membership Meeting on December 14, 2023.**

Carla Chaisson made the motion “To Adopt the Minutes of Board of Directors Meeting on November 16, 2023, accept Report from Board of Development Meeting on November 16, 2023 and adopt Minutes of the Annual Membership Meeting on December 14, 2023”. Seconded by Larry Daigle.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

4. Discussion concerning Housing Vouchers.

a. Victor Smeltz

Melvin Malbrough made the motion “To give Michel Claudet the authority to move forward with a governmental agreement between Council on Aging and Terrebonne Parish Consolidate Government to institute the voucher system for rental assistance. Limited it to twenty-five (25) at this time with the option to increase as the need arises, and based on the age restriction for 60 years old and older and the HUD income guidelines.”. Seconded by Kurt Charpentier.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

Melvin Malbrough made the motion “To commit five (5) vouchers for housing subsidy from the Council on Aging to the project that Victor Smeltz is working on, to go into effect upon acceptance and completion of the project.”. Seconded by Kurt Charpentier.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

5. Allow time for everyone to read Board Member Responsibilities, Qualifications and Code of Ethics.

a. Signing of the TCOA Board Member Acknowledgment.

b. Signing of the TCOA Operational Ethics and Conduct Policy.

Amanda picked up the signed Acknowledgment and Policy.

6. Election of Officers

a. Chairman

- **Recommendations from Board Development Committee**
Michael Boquet
- **Nominations from the floor for Chairman**
No nominations from the floor

Carla Chaisson made the motion “to accept Michael Boquet as Chairman of the Board of Directors.”. Seconded by Jerome Boykin.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

b. Vice-Chairman

- **Recommendations from Board Development Committee**
Jerome Boykin
- **Nominations from the floor for Vice-Chairman.**
No nominations from the floor

Carla Chaisson made the motion “to accept Jerome Boykin as Vice-Chairman of the Board of Directors.”. Seconded by Jean LeBoeuf.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

c. Secretary

- **Recommendations from Board Development Committee**
Carla Chaisson
- **Nominations from the floor for Secretary**
No nominations from the floor

Jean LeBoeuf made the motion “to accept Carla Chaisson as Secretary of the Board of Directors.”. Seconded by Jerome Boykin.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

d. Treasurer

- **Recommendations from Board Development Committee**
Melvin Malbrough
- **Nominations from the floor for Treasurer**
No nominations from the floor

Kurt Charpentier made the motion “to accept Melvin Malbrough as Treasurer of the Board of Directors.”. Seconded by Carla Chaisson.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

7. Standing Committees members as recommended by the Board of Development Committee.

Executive/Program and Planning Committee (Officers)

- (1) Chairperson – Michael Boquet
- (2) Vice-Chairperson – Jerome Boykin
- (3) Secretary – Carla Chaisson
- (4) Treasurer – Melvin Malbrough

Board Development/Public Relations Committee:

- (1) _Michael Boquet, BOD Chairperson – Ex-Officio Member
- (2) _Carla Chaisson
- (3) _Jerome Boykin
- (4) _Jean LeBoeuf
- (5) _Larry Daigle
- (6) _Cyrus Pitre
- (7) _John Silver

Personnel Committee (Officers):

- (1) Michael Boquet
- (2) Jerome Boykin
- (3) Carla Chaisson
- (4) Melvin Malbrough

Carla Chaisson made the motion “to accept all the standing committee as is with adding John Silver on the Board Development/Public Relations Committee and Melvin Malbrough stepping on the Personnel Committee and the Executive/Program and Planning Committee”. Seconded by Melvin Malbrough.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

Budget & Finance Committee (members to be appointed by 2024 the Board Chairperson):

- (1) _Michael Boquet, BOD Chairperson – Ex-Officio Member
- (2) _Melvin Malbrough – Committee Chairperson
- (3) _John Silver
- (4) _Dave Kane
- (5) _Kurt Charpentier
- (6) _Larry Daigle
- (7) _Roland Aucoin

Carla Chaisson made the motion “to accept the standing Budget & Finance Committee with the exception of adding Melvin Malbrough as Committee Chairman and adding John Silver as a member”. Seconded by Jerome Boykin.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

8. Recommend to the full Board appointees to the AAA Advisory Council Members.

- a. **Elmy Savoie** – Executive Director, The Foundation of Terrebonne General Health System
- b. **Benjamin Walker** – Assistant Director, TP Office of Homeland Security & Emergency Preparedness
- c. **Alina Merlos** - Executive Director, United Way for South Louisiana
- d. **Bobbie O’Bryan** – Houma PD Captain, Director/CEO of the Bunkhouse Homeless Shelter

Carla Chaisson made the motion “to accept the recommendation to appoint Elmy Savoie, Benjamin Walker, Alina Merlos and Bobbie O’Bryan as Advisory Council members”. Seconded by John Silver.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

9. Discussion concerning Montegut Senior Center.

Michel Claudet explained the settlement statement and the proposed act of sale. Signing of the sale will be on Monday, December 18, 2023. Michel Claudet will sign on behalf of Terrebonne Council on Aging and Tommy Smith, Elaine Malbrough will be signing

for the Montegut Loins Club. Will need a resolution authorizing Michel Claudet to sign for TCOA.

Melvin Malbrough made the motion “to approve the Resolution giving Michel Claudet authority to move forward with the settlement statement and complete the sale of the Montegut Lions Club”. Seconded by Kurt Charpentier.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

Brandie Breaux stated that TCOA’s current property carrier Guide One will not add the Montegut Center on to the insurance at this time, and the only option is Louisiana Citizens. She explained the different quotes with different coverages from LA Citizens and cost.

Kurt Charpentier made the motion “to buy insurance covering the building, the liability insurance and flood insurance, eliminating wind & hail until July”.

Seconded by Melvin Malbrough.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

10. Discussion concerning Belfor Lawsuit.

Michel Claudet explained he has been working with the Corporate Secretary, Victoria Bellamy. She is working on getting an offer to settle for today but he hasn’t heard from her yet. He does believe it will be more than the million that Kurt Charpentier approved to settle, maybe even a million and a half. Michel stated that if we get involved with litigation the cost will be much higher with lawyer fees and that we have no records to support our claims. He states an emergency board may have to be called when a real proposal is made.

11. Clinical Affiliation Agreement between Nicholls State University, College of Nursing, and Terrebonne Council on Aging.

Michel Claudet explained that Colette Robichaux with Nicholls Nursing Program requested approval to have the students enrolled in the nursing program to visit the centers to work with the elderly clients.

Carla Chaisson made the motion “to allow Michel Claudet to sign the Clinical Affiliation Agreement with Nicholls State University”. Seconded by Larry Daigle.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

12. Job Description Revision

a. CDL Driver – Trainer

Melvin Malbrough made the motion “to accept the revisions of the CDL Driver/Trainer job description”. Seconded by Carla Chaisson.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.

- **Chairman’s Report – none**
- **Director’s Report –** Michel Claudet talked about the SenioRx Program and money saved. He also spoke of the Houma Terrebonne Chamber Non-Profit of the year.

13. Adjournment

Carla Chaisson made the motion “to Adjourn”. Seconded by Jerome Boykin.

Yeas: Michael Boquet, Jerome Boykin, Carla Chaisson, Melvin Malbrough, Larry Daigle, Cyrus Pitre, Kurt Charpentier, Jean LeBoeuf, John Silver

Nays: None

Absent: Roland Aucoin, Dave Kane

The Chairman declared the motion adopted.



CARLA CHAISSON - SECRETARY

1-18-24

DATE