
Louisiana Housing Finance Agency



Human Resources

Tim Gilmore, Director

November 14, 2007

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MEMORANDUM

To: Dr. Adell Brown, Chairman
Commissioner Carolyn Burris
Commissioner Allison Jones
Commissioner Lisa Woodruff-White

From: Tim Gilmore, Director of Human Resources

Date: November 14, 2007

Re: Human Resources Committee

Please be advised there will be a Human Resources Committee meeting prior to the Full Board meeting on Wednesday, November 14, 2007, 10:00 a.m., Louisiana Housing Finance Agency, 2415 Quail Drive, Baton Rouge, LA, in Committee Room 1.

If you have any questions or concerns, please contact us.

November 14, 2007

HUMAN RESOURCE COMMITTEE MEETING

A regular meeting of the Human Resource Committee will be held on Wednesday, November 14, 2007 at 10:00 AM, at Louisiana Housing Finance Agency, in Committee Room 1, located at 2415 Quail Drive, Baton Rouge, LA by order of the Chairperson.

Final Agenda

1. Call to order, roll call, and introduction of guests
2. Approval of September 12, 2007 Meeting Minutes
3. Vice President Vacancy
4. Discussion of the amendment to the LHFA President's contract
5. Other Business
6. Adjournment

Milton J. Bailey, President

Pursuant to the provisions of LSA-R.S. 42:6.1, upon two-thirds vote of the members present, the Board of Commissioners of the Louisiana Housing Finance Agency may choose to enter Executive Session, and by this notice, the Agency reserves its right to go into Executive Session as provided by law.

**Louisiana Housing Finance Agency
Human Resources Committee Minutes
Wednesday, September 12, 2007
2415 Quail Drive
Committee Room 1
Baton Rouge, LA 70808
10:00 A.M.**

Commissioners Present

Lisa Woodruff- White (sitting in for Chairman Adell Brown)
Allison Jones
Mark Madderra (sitting in for Greg Gachassin)

Commissioners Absent

Chairman- Adell Brown
Greg Gachassin
Carolyn Burris
Philip Miller

Staff Present

Tim Gilmore
Amy York

Commissioner Woodruff-White called the meeting to order at 9:59 AM, and asked that the roll be called.

The approval of the August 22, 2007 Human Resource Committee Meeting Minutes were given by Commissioner Woodruff-White.

Commissioner Jones proposed a motion to approve the Education Policy; it was seconded by Commissioner Madderra.

Other Business

There was a brief discussion on the vacancy of the Vice President position.

Commissioner Jones made a motion to instruct all supervisors to conduct exit interviews immediately following an employee's departure from the agency; it was seconded by Commissioner Madderra.

Since there were no other matters to be discussed, at 10:06 am Commissioner Woodruff-White adjourned the meeting.