

WARD FIVE HEALTHCARE FOUNDATION

Living Well Foundation Annual Report

January 2008-December 2008

Jan Corder, President/CEO

7/14/2009



The enclosed information represents and supports all activities undertaken by the Ward Five Healthcare Foundation dba Living Well Foundation for the period January – December 2008.

**Ward Five Healthcare Foundation
Dba Living Well Foundation
315 Stella Street
West Monroe, LA 71291**

Annual Report – January-December 2008

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Board and Committee Meetings

The Board of Directors met 12 times during 2008. Committees of the Board met as follows: Programs/Grant Review Committee of the Board met 3 times; Planning and Operations Committee of the Board met 2 times; Finance/Investments Committee of the Board met 1 time; and the Nominee Recommendation Committee of the Board met 1 time. The Audit Committee of the Board did not meet, as its function was handled by the Board of Directors. Because the full Board of Directors met each month during the year, the Executive Committee of the Board did not meet.

Staffing

The Foundation was served by a full-time President/CEO January through November 23, 2008 when the President/CEO Paul West resigned. Ms. Tracey Linson continues to serve as Executive Assistant/Treasurer/CFO. Her position continues to be part-time which is still adequate to conduct the business of the Foundation. A new President/CEO was hired in early 2009 and began work on March 1, 2009. Dr. Jan Corder had been a member of the Foundation Board of Directors since inception until being appointed to this position. The position was changed to a part-time (three days/week) position.

Website and Publicity

The website continues to be updated frequently by Delta Blend who serves as the webmaster. As required by the CEA, the Foundation has posted on its website copies of its current Articles of Incorporation, Bylaws, Community Needs Assessment, Community Plan, Strategic Plan,

annual budget, annual audited financial statements, and annual report, as well as the minutes of its Board of Directors and its. The Foundation's website is www.livingwellfoundation.net.

Community Needs Assessment

A Community Needs Assessment was conducted by Professional Research Consultants, Inc. in late 2007. In February, 2008 a representative of the company came to West Monroe to make a formal presentation of the methods and results of the study to the community. The meeting was held in the West Monroe City Hall with a large audience present. The assessment was deemed to be thorough and insightful. The complete findings are available for public use at the Foundation's website.

Community Advisory Board

A Community Advisory Board was established to review the findings of the Needs Assessment and to assist the Foundation Board of Directors in developing a Community Plan and a Strategic Plan. The Advisory Board was composed of 12 community volunteers, 2 Foundation board members, and chaired by the Vice Chair of Planning and Operations Committee for the Foundation Board of Directors. The Community Advisory Board met 5 times and the result was a Community Plan that was accepted by the Foundation Board of Directors and was used to establish the priorities for programs and for the fall 2008 grant cycle.

The three priorities identified by the Community Advisory Board were:

- Healthy Lifestyles
- Pre-natal and Infant Care
- Access to Health Care

The Strategic Plan was further developed with guidance from the discussions of the Community Advisory Board and the Living Well Foundation Board of Directors.

Programs and Services

Programs and services of the Foundation include those board initiatives which seek to address the priorities established in the Community Plan and further developed in the Strategic Plan. These programs and services primarily address the priorities of access to health care and healthy lifestyles.

School Based Health Clinics

Nature/Scope: School Based Health Clinic Services include:

- Acute illness diagnosis & treatment (includes lab work)
- Management of chronic illness, such as asthma
- Comprehensive and sports physicals
- Immunizations
- Vision, Hearing, Diabetes and Hypertension screenings with referrals
- Mental health counseling
- Dental Hygiene clinic at Riser Clinic only.

Riser School Based Clinic serves Riser Middle, Riser Elementary, Lenwil Elementary, Riverbend Elementary and Crosley Elementary Schools. Statistics for the clinic are reported by school year; therefore, 2008 is included in two school year reports. Numbers of student visits to Riser clinic are reported below:

- July 1, 2007-May 21, 2008 – 4,349 visits
- July 1, 2008-June 30, 2009 – 3,702 visits

Community impact is felt from this clinic because children are treated early and do not miss as many school days and parents stay at work because the child can be evaluated and is frequently treated by a professional while at school. For school year 2007-2008 the following was reported:

- 4349 visits by students
- 3557 evaluated and treated then sent back to class/parents not required
- 792 were sent home or urgent referral

The Riser Clinic also includes a Dental Hygiene Clinic jointly sponsored by the University of Louisiana at Monroe Department of Dental Hygiene, the Ouachita Parish School Board and the Living Well Foundation. Students and faculty from ULM see the students for dental cleaning, x-rays, and sealants. The chart below indicates those numbers for the school years of 2007-2008 and 2008-2009.

Year	Dental visit (cleaning)	X-rays	Sealants
2007-2008	289	178	71
2008-2009	235	150	65
Total	524	328	136

Costs: Riser School Based Health Clinic \$23,523

West Monroe High School Based Health Clinic was opened in October, 2007 in a temporary location with partial services. It continued to operate from this location until the permanent modular building was completed and opened at full service capacity in October, 2008. The services are the same as provided at the Riser Clinic with the exception of the dental hygiene clinic. The West Monroe High School clinic serves West Monroe High School, Ouachita Parish Alternative Center and Boley Elementary. The numbers of student visits are reported by school year below:

- October, 2007 – May 21, 2008 – 2473 visits
- July 1, 2008 – June 30, 2009 - 2676

Statistics collected through April, 2009 indicated the Community (business/work) impact of the West Monroe High School Clinic is as follows:

- 2422 visits
- 2115 evaluated and treated then sent back to class/parents not required
- 307 were sent home or for urgent referral and parents were required.

Costs: West Monroe School Based Health Clinic \$49,838

Healthy Lifestyles Pilot Program

Nature/Scope:

This program is entitled "Five for Life". The program director and administrator is Wilson Campbell, PhD. Two Ouachita Parish elementary schools and one Richland Parish elementary school were selected to participate in the program. This school based curriculum is designed to increase student activity during physical education, improve health-related fitness levels, and integrate academic content during class time. The program will be implemented by training the teachers to incorporate the lessons into the schedule of the day. Equipment for the schools was purchased and training sessions began in the fall 2008. Because the program covered the 2008-2009 school year, results will not be available until sometime after the end of the school year.

Costs: \$14,203

Access to Care Initiative – Virtual Clinic

Nature/Scope:

Investigation into the possibility of a virtual clinic based on the model of the Baton Rouge Community Clinic was begun with the Ouachita Parish Medical Society and the Fifth District Dental Association. The objective was to determine the interest of the medical professionals in

the area in participating in such a venture. A physician, a dentist, and the director of the Baton Rouge Community Clinic were invited to speak at a dinner sponsored by the Living Well Foundation for representatives of the medical and dental community.

Results:

After the introduction of the concept at the dinner meeting, discussions were held between Foundation Board members and members of the medical and dental groups. Enthusiasm for the development of a clinic based on the Baton Rouge model was high. A Board of Directors for the clinic was established composed of medical and dental professionals and community representatives. The clinic Board submitted an application to the Internal Revenue Service for non-profit 501(c)(3) status.

Cost: \$3,364

Grants

The Foundation developed and established grant application forms, a grant agreement form and a Reviewer Proposal Evaluation form. In September, 2008 the Foundation received 17 completed grant applications. All 17 grant applications were sent to independent grant reviewers along with the Reviewer Proposal Evaluation form. The Programs/Grant Review committee met to review each submitted grant and make recommendations to the Board of Directors. The Board of Directors reviewed each grant along with the recommendations of the Committee and made the final decision on funding.

The priority for the fall 2008 grant cycle was:

- Pre-natal and Infant Care

The following grants were approved for funding in the fall 2008 grant cycle.

Organization/Amount/Purposes/Results

<p>Association for Retarded Citizens/Ouachita (ARCO) Partners in Early Intervention – families and early intervention professionals will learn to address the motor development needs of young children with disabilities to improve developmental outcomes and infant mental health.</p>	<p>\$25,000</p>
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Children’s Coalition	\$111,784
Fetal Infant Mortality Review (FIMR) Region VIII – expand the current FIMR Program to include eight NELA parishes, perform case analysis and record extraction, and expand home visits to ensure appropriate follow-up with families.	
First West Counseling Center	\$132,200
Project HELP (Healing, Education, Life Skill and Parenting) – will be at the service of school teachers to identify at-risk children and parents who need access to therapeutic mental health services and wellness counseling services for clients with mental/emotional/behavioral issues related to child development and child care. Three elementary schools in west Ouachita parish will be involved in the project. (This grant was approved for funding during the fall 2008 grant cycle, contingent upon grantee making some revisions requested by the Foundation Board of Directors. Funding was approved though not initiated until early 2009 thus it does not appear in the financial audit report.)	
Morehouse General Hospital	\$266,031
Improvements to Maternal and Pre-Natal Care – (Only facility serving OB-GYN Medicaid Patients in parishes north of Ouachita parish). The acquisition of pre-natal monitoring equipment and associated equipment will allow for improved care of high risk mothers and infants.	
North Louisiana Area Health Education Center	\$132,000
Healthy Tomorrows – A program that teaches women of reproductive age how to access prenatal care and screen for risk. This grant expanded these services into Jackson Parish.	
Primary Health Services Center	\$24,800
Purchase of equipment (Diagnostic Ultrasound) which will improve access to clinic based obstetrical diagnostic testing using state of the art obstetrical ultrasound technology. This grant supplied matching funds for a state grant to purchase this equipment.	
University of Louisiana at Monroe	\$48,622
Infant Nutrition Education – provide infant nutritional education to expectant mothers and follow-up after birth of the child.	
Volunteers of America	\$47,331
Twin City Early Head Start – funding to hire an additional Family Services Specialist to provide case management and supportive services to the families on VOA waiting list and to pregnant teens in two area schools.	

Results from these projects have not been realized at the end of 2008. The grantees attended an orientation session relating to the grant agreement. Grant agreements were signed by the appropriate persons from the agency and the Foundation. First installment checks were not written until January 2009, thus work did not begin until after that time. Results will be reported in the annual report for 2009.

Grant Management Software

Late in 2008 Grant Lifecycle Manager (GLM), grant management software, was purchased from Foundant Technologies in Bozeman, Montana. This software will allow the grant applicant to submit the entire grant application and all attachments electronically. It will allow the Foundation to have letter templates for the many communications with applicants and grantees. It will remind when reports are due from grantees and when payments are due to grantees. Timely management of each grant will be possible with this new software. Reports will be generated for use with committee and Foundation Board of Directors. Training of staff and transfer of Foundation grant application documents to this format began once a new President/CEO was in place in March 2009.

Financial and Investments

Investments

The Foundation's investments are managed by J.P. Morgan Investment Management, Inc. using the Foundation Investment Policy (attached as Exhibit A) as a guide. There is also further discussion of the investments in the audited financial statement (attached). The Foundation maintains two investment accounts (a short-term account and an intermediate managed income portfolio account). The schedule of assets as of December 31, 2008 for both investment accounts are attached as Exhibit B. As can be seen on the two schedules of assets, Foundation funds were invested primarily in U.S. Treasury notes and bills, and also in notes issued by FHLMC, FNMA, and the FHLB. The Foundation earned \$2,278,321 during 2008 on its investment of unrestricted assets.

At December 31, 2008, the Foundation's investments of \$47,618,679 consist of the following securities and are carried at fair value.

Investment Type	Fair Value	% of Total
U.S. Treasury Bills	\$27,944,802	58.7%
U.S. Treasury Notes	12,775,584	26.8%

Federal Home Loan Mortgage Corporation	2,884,932	6.1%
Federal National Mortgage Association	2,656,756	5.6%
Federal Home Loan Bank	1,200,973	2.5%
JP Morgan Prime Money Market Fund	155,632	0.3%
Total	\$47,618,679	100.0%

2008 Audited Financial Statement

The accounting firm of Luffey, Huffman, Ragsdale & Soignier (A Professional Accounting Corporation) conducted an audit of the financial statements of the Ward Five Healthcare Foundation for the year ended December, 31, 2008. The report was issued and dated June 23, 2009. As indicated above, the entire report is attached to this annual report, thus there is limited discussion of that information at this point.

Expenses

Expenses for 2008 are detailed in the audited financial statement attached. Administrative expenses were primarily for salaries and benefits, investment management, and the community needs assessment. Daily expenses for conducting the business of the Foundation are managed to be thorough and efficient, yet frugal.

Capital expenses included the expenses related to setting up an office. Office space was rented and remodeled to provide a pleasant and attractive space for the Foundation. Computers and associated equipment, signage, website design, logo design were all purchased during 2008.

Grants and program expenses have been detailed in earlier portions of this report.

Summary

2008 was an exciting year as the Community Needs Assessment was presented to the community at West Monroe City Hall. The first grant cycle was completed and new grantees and their awards were presented to the community at a Community Meeting held in conjunction with the West Monroe/West Ouachita Chamber of Commerce. The new logo and name were unveiled and new office space was opened with a community wide reception and open house.