

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
August 26, 2016
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday August 26, 2016 at the District Office, located at 3100 General DeGaulle Drive, New Orleans, La. 70114. The meeting was called to order at 12:40 pm. Roll was taken and it was determined that a quorum was present.

Board members in attendance were: Dr. Joe Constans, Dr. Cathy Lazarus, Gary Mendoza, Charlotte Parent, Michael Pechon, and Sylvie Tran. Absent members were: Sarintha Stricklin and Dr. Petrice Sams-Abiodum.

Other individuals present were: MHSD, Rochelle Head-Dunham, MD Executive Director/Medical Director, Steven J. Farber, JD., Deputy Director of Administration, David Timoll, Chief Operating Officer, Traci Brown Interim Chief Financial Officer, and Kimberly Bourque Executive Assistant to Dr. Dunham. Plaquemines Care: Julie Olsen.

Call to Order and Introductions

The Board Members/MHSD staff took a brief moment to introduce themselves to the new member Michael Pechon.

Swearing in of New Board Member, Michael Pechon, representing St. Bernard Parish

Steven J. Farber, JD., administered the oath of office and swore in Michael Pechon in as the new member of the MHSD board, as the representative of St. Bernard Parish

Annual Training on Board Duties and Policy. PPT.

The Annual Training was presented via PowerPoint by Steven J. Farber, JD. It gave a basic overview of the duties, procedures and ethics of a MHSD Board Members. The training presented an outline statutory jurisdictional composition of of the board and the removal process for board members

Motion to Approve the July 29, 2016 Meeting Minutes

Motion to approve by Charlotte Parent, 2nd by Sylvie Tran.

Chair's Report

A. Board Self Evaluation

Sylvie Tran discussed the process of making the board questionnaire. Asked the members to fill out and send back to her; a composite report will be given next meeting on September 30, 2016

B. Update: Discussion of Judge Calvin Johnson's request regarding past retirement agreement

There was an agreement back in 2013 by MHSD and approved by LAZERS that MHSD would pay his retirement back pay, while he was Executive Director of MHSD Judge Johnson has asked MHSD to help him pay back remaining funds that is owed to the state retirement. The Board tabled the decision to research the issue and to gather more information to make an informed decision.

Budget

MHSD Interim CFO, Traci Brown reviewed the MHSD budget report for July 2016. MHSD closed FY17 MHSD had a few large expenses this year, including replacement of a chiller at one of the clinics. The Legislative Audit was completed; The Legislative Auditors will come to the next board meeting to report on the audit. There were no findings in the audit.

Executive Director Report

Dr. Rochelle Head-Dunham presented her report on the state of MHSD. . The District Office moves were completed. The New District Office is now located at 3100 General DeGaulle Dr., New Orleans, La. 70114. Dr. Dunham expressed that she would like to hold at least one Board meeting in Plaquemines Parish and one in St. Bernard Parish each year. Medicaid enrollment is going well, the state currently have about 200,000 people enrolled, and these are the early numbers. Dr. Dunham discussed the upcoming CARF Accreditation Survey. Dr. Dunham discussed MHSD staffing needs that MHSD is in the process of fulfilling.

Other Business

- A. Emergency Director Succession: The Succession plan to fill the Executive Director's duties in case of an emergency absence was amended and accepted by the Board.
Motion to sign the Emergency Director by Joe Constons, 2nd by Sylvie Tran. All present approved the signing of the plan.
- B. Ends policy on contracts/grants:
MHSD is currently updating the policy. The new policy for contracts has been drafted and is in the final stages of approval by the Executive Director. This policy will include new monitoring tool to better ensure compliance and efficiency in the use of contracts.
- C. Next Meeting Date: September 30, 2016 at District Office, 3100 General DeGaulle Dr., New Orleans, La. 70114.
- D. Motion to adjourn. Moved by Joe Constons, Seconded by Syvie Tran, all approved.

Meeting adjourned at 2:06 p.m.