

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
December 15, 2017
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday December 15, 2017, at the Algiers Behavioral Health Clinic, located at 3100 General DeGaulle Drive, Room 137 A, New Orleans, Louisiana 70114. The meeting was called to order at 12:35 PM. Roll was taken, and it was determined that a quorum was present.

Board members in attendance were Joseph Kanter, M.D., Mike Pechon, Charlotte Parent, Cathy Lazarus, MD, and Gary Mendoza. Gary Mendoza, Chair, was the ranking member and presided over the meeting.

Other individuals present were MHSD, Rochelle Head-Dunham, MD Executive Director/Medical Director, Steven Farber, Director of Administration/General Counsel, Traci Brown, Chief Financial Officer, Kimberly Bourque Executive Assistant to Dr. Dunham from the public, Julie Olsen.

Intro/Oath

Steven Farber Introduced the three new appointed board members. The new board members were sworn and given oaths of office.

Mike Miller, LCSW-BACS, Orleans Parish

Sarah Schirmer, MPA, Orleans Parish

Stanley Simeon, St. Bernard Parish

Current board members gave a brief introduction

Gary Mendoza asked Steven Farber to discuss the required board members that still need to be fulfilled. Steven gave the board members a chart that shows what positions are needed and the current positions filled. Plaquemines Parish still needs to appoint a new member that was created by statute.

Minutes

Minutes from November 17, 2017 meeting were reviewed. Motion was made by Charlotte Parent and Seconded by Mike Pechon to accept the minutes. All voted in favor.

Chair's report

Gary spoke about the Carver model trainer

Trainer to come on the day of the next board meeting. Training in the morning.

Meeting in the afternoon

Approval for meeting dates

Motion – Dr. Lazarus; 2nd Charlotte Parent. All voted in favor.

2% increase in salary for the Executive Director was discussed. All Civil Service employee were mandated a 2% increase in pay effective January 01, 2018. The Board sets the salary of the Executive Director and must approve of any pay increase

Steven Farber informed the Board regarding information on the 2% increase

Motion – Dr. Lazarus – 2nd Stanley Simeon. All voted in favor.

Motion approve 2% for all the unclassified employees at MHSD.

Motion- Dr. Lazarus – 2nd Sarah Schirmer. All voted in favor.

ED Reports

I/DD NORD/Provide Report Cards

Donna Francis spoke regarding the I/DD reports and projects going on at MHSD.

QDM

Dr. Kashunda Williams reviewed her reports provided to board.

Dr. Williams proposed to the board that she would share the reports quarterly.

Dr. Williams spoke about the new software that MHSD has the Care Center and what types of data can now be recorded.

Fiscal/Budget

Gary Mendoza gave the board members/MHSD staff a copy of a report he and Traci Brown created.

Gary Mendoza invited any member of the board to join the finance subcommittee.

Other

Dr. Dunham reviewed some items in her report

She touched briefly on background checks/finger printing.

She also spoke about the IT training we are doing

Parish Updates

none

Public Comments

None

Motion to adjourn – Mike Miller; 2nd Charlotte Parent. All voted in favor.