



Acadiana Area Human Services District-Board Meeting Minutes

**Tyler Mental Health Clinic, 302 Dulles Drive, Auditorium 2,
Lafayette, LA**

April 22, 2013

Members Present: Robert Eastin (Evangeline Parish); Patricia LaBrosse, (Lafayette Parish); Kay Marcel, (Iberia Parish); Mary Neiheisel, (Lafayette Parish); John Pitre, (Evangeline Parish); George J. Pourciau, Jr., (Acadia Parish)

Members Absent: Georgie Blanchard, (St. Martin Parish) – notified of absence

Employees: Brad Farmer, Executive Director; Jennifer Sonnier, Administrative Assistant

Others: Russell Semon, DHH Liaison; Kenny Patton, Arc of Acadiana

Agenda Item	Discussion	Action
Call to Order	Board members and guests introduced themselves.	Call to order by Dr. Mary B. Neiheisel, Chair, at 6:20 p.m.
Roll Call	<u>6</u> board members personally present. Roll signed by members.	
Quorum	<u>6</u> board members personally present.	Quorum announced by secretary.
Agenda/Amendments	Mary Neiheisel, Chair asked for additional agenda items. Agenda amendments proposed: New Business - a. Relocation Policy b. Info. on House Bill re: Licensing of Behavioral Health Care organizations. John Pitre/Robert Eastin, moved/seconded approval of agenda with proposed additions	Agenda approved with additions.
Approval of Minutes	John Pitre/George Pourciau, moved/seconded approval of March 25, 2013 meeting minutes as submitted.	Minutes approved unanimously as submitted.
Solicit Public Comments Requests	Mary Neiheisel, Chair invited members of public to comment - None	

Agenda Item	Discussion	Action
<p>Agenda Calendar Items</p> <p>a. Board Committee Principals (pg. 23)</p> <p>b. Emergency ED Succession (pg. 12)</p>	<p>a. Policy reviewed by Board.</p> <p>b. Policy reviewed and compared to Succession Plan presented by Brad Farmer, ED to implement the policy. The Plan was signed on Jan. 25, 2013, by ED and has been presented to Sr. Management Team and filed in Administration Area. Mary Neiheisel, Chair suggested changing “train and groom” to “educate and develop”.</p> <p>Patricia LaBrosse/John Pitre moved/seconded to accept and adopt the Succession Plan presented with editorial changes.</p> <p>John Pitre/Robert Eastin moved/seconded that the Board has determined they are in compliance with the policies reviewed and as presented.</p> <p>In addition to reviewing the policies on the May meeting Agenda Calendar, Mary Neiheisel, Chair, asked Board members to review the Board Job Description policy that will be on the July meeting Agenda Calendar.</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p>
<p>New Business</p> <p>a. Relocation Policy</p> <p>b. Info. on House Bill re: Licensing of</p>	<p>a. Brad Farmer, ED requested approval of DHH Relocation Policy 8122-78 for reimbursement of moving expenses and authorization for Mary Neiheisel, Chair to sign expense form submitted by ED for submission to DHH.</p> <p>Patricia LaBrosse/George Pourciau moved that DHH Relocation Policy 8122-78 be implemented and that Board Chair be authorized to sign expense form submitted by ED for submission to DHH for reimbursement of moving expenses.</p>	<p>Motion passed unanimously.</p> <p>Patricia withdrew item since ED will</p>

Agenda Item	Discussion	Action
Behavioral Health Care		discuss under his comments.
Comments from ED	<ul style="list-style-type: none"> • DHH team met with staff and 3 Board officers this afternoon to conduct LGE reassessment of deficiencies found during previous June 25, 2012, review. The team found 65 of 68 deficiencies reviewed to be resolved and in compliance. 3 deficiencies need additional work. DHH will send a letter formally stating the results of this review. <p>Discussion followed as to the AAHSD and Phase 3 (“shadow” year with joint operation of district with DHH) upon successful completion of Phase 2. Russell Semon, DHH Liaison provided information about revisions being done to Phase 3 assessment that will include competency based criteria vs. a time frame.</p> <ul style="list-style-type: none"> • Brad Farmer, ED announced that the CARF accreditation has been scheduled for June 19, 20, and 21, 2013. Board members will be invited but attendance not required. • The following legislative bills were discussed: HB 821 – Rep. Simon – Behavioral Health License for organizations. HB 251 – Rep. Talbot - requires DHH to institute Medicaid cost containment measures as allowed by federal regulations. HB284 – Rep. Ortego – seeks to develop “accountable care organizations” and transfer state hospitals to LGEs. Deferred by Representative Ortego last week. 	
Comments from Chair	<p>Mary Neiheisel, Chair acknowledged the excellent work Brad Farmer, ED and Jennifer Sonnier, Administrative Assistant did in preparation for the DHH team visit. The team’s review went very smoothly.</p>	

Agenda Item	Discussion	Action
	<p>There was discussion of the need to conduct training for Board members on Policy Governance Model since only two remaining Board members have been through the training.</p> <p>Mary Neiheisel, Chair handed out a draft Orientation Handbook and asked that all board members review and email feedback to her for suggested revisions. Further discussion of the handbook may be included on the May meeting agenda.</p> <p>Members were informed that they must complete the state's Financial Disclosure form by May 1st, 2013. The form was handed out and is also available online at http://ethics.la.gov/pub/CampFinan/Forms/form405s.pdf</p>	
Other Announcements	None	
Date and location of Next Meeting	Due to the 4 th Monday of May being a state holiday (Memorial Day) the next meeting will be held Monday, May 20, 2013.	<p>Date and Time: May 20, 2013, 6:15p.m.</p> <p>Location : Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA</p>
Agenda Items for next meeting	<p>Agenda Calendar Items:</p> <ul style="list-style-type: none"> • Chairperson's Role • Member's Code of Conduct • Board Member Self-Evaluations 	
Adjournment	John Pitre/Kay Marcel moved/seconded adjournment of meeting at 7:43 pm.	Meeting adjourned 7:43 pm.
Submitted by Secretary		<p><i>Kay Marcel</i> Kay Marcel Secretary, AAHSDB</p>