

**Capital Area Human Services District Board Meeting
Monday, April 1, 2013**

Directors Present: Christy Burnett, Chair, Gail Hurst, Vice Chair, Sandi Record, Stephanie Manson, Gary Spillman, Kathy D’Abor, Denise Dugas, Amy Betts, Kristen Saucier, Dana Carpenter, Ph.D and Victoria King

Directors Absent: Rev. Louis Askins, Kay Andrews, Becky Katz, Barbara Wilson and Jermaine Watson,

CAHSD Executive Staff Member(s) Present: Jan Kasofsky, Ph.D., Executive Director, Carol Nacoste, Deputy Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the April 1, 2013 Consent Agenda and Approval of the Minutes for March 4, 2013.		Christy Burnett called the meeting to order at 3:00pm. Gail Hurst made a motion to approve the March 4, 2013 minutes as written and the consent April 1, 2013 Agenda. The motion was seconded by Amy Betts.	There were no objections and the motion passed
Communications	Dr. Kasofsky	<p>Addiction Recovery Annual Public Forum: Dr. Kasofsky provided an overview of the Addiction Recovery Annual Public Forum held on 3/14/13 at CAHSD. She explained that each year CAHSD is required to generate a report based on input from the attendees and then report back the next year on the accomplishments made. Charlene Gillard is in the process of compiling that report. Dr. Kasofsky stated that participation was good - approximately 180 attended. The forum is held annually as a requirement of receiving block grant money. The forum was held at CAHSD and she feels that it was a good reminder that CAHSD is here and provided a positive view of the agency. A video of the Public Forum announcement was played featuring Dr. Udofa & V. Gettys on WAFB. She thanked the Board members that attended the forum.</p> <p>Roots of Violence: Senator Sharon Broome co-hosted the event with U.S. Congressman Bill Cassidy. Senator Broome asked Dr. Kasofsky if there is any legislation to submit for the upcoming legislative session. Senator Broome is authoring a bill that will create a mental health court. This is one of the ways that people with a mental health illness can be helped. Non-violent offenders will be mandated into treatment if they voluntarily chose to participate. This will help to avoid crowding in the jails and give those with mental health issues an opportunity to return to treatment. This will provide a great cost savings to the public. Dr. Kasofsky has requested that the legislation</p>	<p>Forum report being completed.</p> <p>Senator Broome authoring Bill on MH Courts.</p>

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		<p>have a component to provide funding for Crisis Receiving Center (CRC) beds in the event a private provider decides to create a CRC.</p> <p>Behavioral Health Collaborative Meeting: The meeting is scheduled for April 19th, at CAHSD. The goal is to have this meeting every other month. This meeting was rescheduled due to the Roots of Violence meeting. Senator Sharon Broome will attend to discuss the legislation. In the event she is unable to attend, a staffer may attend. Board members were invited to submit relevant topics for the meeting.</p> <p>The Advocate Articles: Articles related to the following were distributed for review and discussion: (1) Closure of EKL MHERE (2) CAHSD Addiction Recovery Annual Forum and (3) BRAVE. Dr. Kasofsky stated that Magellan had RFP out for a type of step down unit for Medicaid clients only. She is hopeful that a private company will open the unit and with the money allocated in the bill by Sharon Broome, beds can be reserved for the indigent to keep them out of the ER. Board representatives from BRGMC and OLOL each provided a brief update as to how the closure of the MHERE has/will impact their hospitals and the changes being made to continue to ensure safety of all patients. A small number of the MHERE staff has already been hired by OLOL and CAHSD. There was discussion of how the CAHSD Mobile team could interface to ensure that patients who need our services are referred to CAHSD clinics.</p> <p>Healthcare Journal of Baton Rouge: Dr. Kasofsky wrote an article which ran in the Mar/April of the Health Care Journal of Baton Rouge titled “Childhood Mental Health, First Line in School and Public Safety.” The article was well presented.</p> <p>Mental Health First Aid (MHFA). CAHSD recently teamed with Magellan Health Services and sponsored a 16 hour mental health community training for community leaders in the 70805 and 70802 zip codes. Mental Health First Aid was provided in collaboration with the local BRAVE initiative. The training is to assist in identifying early signs and symptoms of when someone is experiencing mental health issues. This training is now part of healthcare reform and is for</p>	<p>Collaborative meeting outcome.</p> <p>Assess ER usage by MH patients</p>

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		<p>non-mental health professionals. Dr. Kasofsky stated this is probably the most anti stigma program she has ever seen. People go in with one point of view and exit understanding the issues about mental illness. The health outreach personnel were included from Pointe Coupee. She is hopeful that this training will be expanded in all seven parishes. She stated that Representative Regina Barrow is in the process of putting together a bill to fund training for this program.</p>	
MHERE	Dr. Kasofsky	<p>Bruce Greenstein has since resigned his position and Kathy Kliebert has been appointed as Interim DHH Secretary. Courtney Phillips will serve as Interim Deputy Secretary. She stated that CAHSD has a good relationship with the Under Secretary, Jerry Phillips, who oversees the budget. She stated that she and Carol Nacoste were well prepared and had everything asked for by the House Finance Committee. DHH is trying to cover all of the topics without Executive Director involvement. When DHH was asked how Magellan was doing they were told that Magellan is doing a good job on paying the bills. Representative Bodie White is working to keep the MHERE open for an additional six months. Dr. Kasofsky stated that she doesn't think this will happen because when EKL closes there is nothing to support the MHERE. In addition, staff are leaving/being laid off. Dr. Kasofsky stated that if it were going to be kept open for another six months and was offered to CAHSD with the funding, she would be happy to keep it open while CAHSD works further with the hospitals, Magellan and the legislature to see that the indigent clients have a place to go. Dr. Kasofsky recently had a conversation with Craig Coensen, President of Magellan regarding the \$800k of claims that have not been paid to CAHSD due to Magellan directly/in directly and her responsibility to report the truth. She stated that Karla Lee-Muzik is categorizing the reasons CAHSD is not being paid and this information will be provided to him. CAHSD needs this money this fiscal year.</p>	<p>Update the Board on BH crisis needs.</p> <p>Update the Board on Billing and Payment issues with Magellan.</p>
Social Worker in East Feliciana School Replacement		<p>Dr. Kasofsky provided the following information in follow up to a question asked by Board member Barbara Wilson regarding social worker status in East Feliciana at the last CAHSD Board meeting. She explained that there are only 1 ½ months to go until the end of school and that CAHSD's schedule had been four days a week in East</p>	<p>When the new school year begins, CAHSD will return to the previous</p>

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		<p>Feliciana but is now down to three days per week. CAHSD is now two days in West Feliciana. Both of those sites have 16 active cases and CAHSD will continue to service those 16 active cases. Dr. Kasofsky is not authorizing to hire anyone at this time because she doesn't want to pay a staff person over the summer when there isn't a case load. CAHSD will continue to serve the cases already being served. If there is an emergency CAHSD will get pulled in.</p>	<p>schedule of 3 days in West Feliciana and 4 days in East Feliciana.</p>
<p>E/W Feliciana Satellite MH Clinics' Schedule</p>		<p>Dr. Kasofsky stated that scheduling at the satellite sites is being reviewed along with the No Show Rate of approximately 40%. She has asked staff on the Satellite Mobile Team to call every client 48 hours in advance of their appointment and then again the day before. Medicaid transportation requires a 48 hour notice due to privatization. By making the calls, the no show rate is partially being addressed. Staff will be calling clients in follow-up to no shows to find out the reason they didn't come for the appointment. The Mobile Satellite team consists of a social worker, physician, psych aid & a RN and they travel to the different satellites. Every time they go, time is lost seeing clients due to travel time. Instead of two days per month in East Feliciana and two days per month in West Feliciana consideration is being given to possibly going to one day per month in each parish and extending the day when there. This saves 8 hours traveling for 4-5 staff that could have been seeing patients and billing otherwise.</p>	<p>Dr. Kasofsky will advise Board members if/when there is a change in the satellite schedule.</p>
<p>Grants</p>		<p>Mental Health Court: Already mentioned the legislation with Sharon Broome but also just finished an application for something similar to a mental health court. In lieu of being incarcerated, people are able to have the choice of whether they want to go into treatment for mental health, like the drug courts. This begins in East Baton Rouge and will probably happen whether we receive the grant or not. There will be a liaison at the court and liaison at CAHSD and a case manager. We will work with the warden, Probation and Parole, and Judge Erwin. She stated that Judges Don Johnson & Trudy White are interested in working together to create a mental health court.</p> <p>Drug Free Communities-WBR: V. Gettys provided technical support to Gail Hurst to submit a grant for Pointe Coupee and an</p>	<p>Grant submitted, waiting for response.</p> <p>Grant submitted, waiting for</p>

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		<p>application was submitted for West Baton Rouge.</p> <p>HIV Outreach Treatment and Application: A SAMHSA grant was published last week and two HIV Outreach agencies contacted Dr. Kasofsky indicating they want to apply for the grant. Dr. Kasofsky made the decision to invite all HIV outreach/support providers to CAHSD. Capital City and Family Services were no shows for the meeting. The grant is \$500k each year for three years. The focus is minority women who are substance abusers who are at high risk for HIV infection. All of the different outreach agencies want CAHSD to do the treatment piece. CAHSD would put an evidence based or science based treatment program in place. A budget has not been put together and all details have not been worked out, but if awarded, probably about \$100k would come to CAHSD. One staff person would be hired to work only with that program. The second meeting is one week from Wednesday and everyone is invited to the table again. Baton Rouge never receives any of the HIV grant funding but has the highest infection rate. Historically agencies wouldn't work together. CAHSD will provide the treatment piece and is providing technical support to ensure a unified application. The goal is for everyone to work together to submit one application.</p>	<p>response.</p> <p>HIV grant being written with community outreach providers.</p>
Current & Planned Contract amendments	C. Nacoste	<p>C. Nacoste stated that currently we are looking at a \$1.4 million reduction to our budget and may need to decrease some contracts up to 30%. Examples of contractors who are more likely to receive the larger percentage cuts were provided. Examples are: (1) treatment clinics providing contract services for CAHSD who also have the ability to bill Medicaid and private insurances like CAHSD does (2) other contractors who provide support services as opposed to critical services. Board members may be contacted by parish residents regarding these cuts. A letter will be going out this week giving contractors a heads up. Dr. Kasofsky has already discussed the potential cuts with Kathryn Martin at O'Brien House in Baton Rouge. Dr. Kasofsky explained that CAHSD was supposed to have cut the treatment providers 30% at the beginning of this fiscal year but she made a decision not to cut them because she knew they would never collect enough. CAHSD absorbed the cut. All are in a better position</p>	<p>Dr. Kasofsky to send letter about cuts to Board members.</p>

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		<p>to bill and collect now. Those that can bill and collect will be more likely to be cut. Provider rates have been cut 3 times since Magellan came on board. Parishes could possibly start using some of their millage collected to plug the holes that will be created by the cuts. Denise Dugas stated that effective today there are 2% Medicare cuts across the board. This is due to the Federal Sequester cuts. CAHSD protected providers from cuts this year but can't protect them next year.</p>	
Current Self-generated Status Report	C. Nacoste	<p>C. Nacoste provided a handout related to the budget. It is an update from the report provided at the last meeting. CAHSD is required to collect \$4.2 million dollars in self-generated revenue. The report indicates collections from Magellan and other payors through February 2013. If the same pattern is followed, In June, CAHSD will be \$2.2 million short of the \$4.2 million dollars we are required to collect. CAHSD has since hired a practice administrator to convert some of government clinic practices to a private managed care practice. CAHSD is considering walking away from Clinical Advisor and the electronic health record initially required by OBH and using a cloud version Electronic Health Record and to have the capability to bill all payors. C. Nacoste stated that CAHSD is no longer mandated to use Clinical Advisor and the private providers were never mandated to use Clinical Advisor. There are currently about \$800K in claims waiting to be paid but haven't paid because of Clinical Advisor system issues. Clinical Advisor is the root of most billing problems. C. Nacoste stated that CAHSD has \$18 million in state general fund dollars and another \$5 million in federal block grant dollars. This "plugs" the hole this year. This current year, the shortfall is going to be approximately \$800,000. The money may be pulled from a savings account, which is money that CAHSD was collecting. This will happen if CAHSD doesn't downsize enough to get to \$800K or if collect enough dollars. All bank accounts are audited.</p> <p>C. Nacoste stated that next year looks better. CAHSD has 2 ½ months to try to make up for some of the collections shortfall. Some private pay is being billed but CAHSD is far behind due to problems with CA. The dollars that are being collected now will roll over to next</p>	Board will be advised monthly on collection rate and strategies to address shortages.

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		<p>year except for approximately \$800K. The collection requirement was increased by \$2 million dollars. The rates were cut by 60%. She explained that positions have been left vacant since CAHSD was given the cuts last year. A \$140K contract was moved in house, the savings for the MHERE Medical Director pay as of 4/15 will be about \$40K. Any money that CAHSD receives from Medicaid that doesn't have to be moved into operations can be rolled into next year. Had CAHSD not taken the hit for the contractors, the hole would have been \$300K.</p> <p>C. Nacoste pointed out that the new numbers on Page 2 of the report wouldn't have been collected otherwise because Clinical Advisor limitations. C. Nacoste stated that they are unable to determine where the \$362K 1915i revenue money is or where it goes. Magellan tells CAHSD that they are paying us but CAHSD has not been able to track down a single payment that has a dollar attached to it. 1915i is a waiver that Magellan was hoping Medicaid would give them. So CAHSD has operated all this year and (the State) Magellan still hasn't received the waiver.</p> <p>Dr. Kasofsky stated that this is not how we want to end the fiscal year but even with that, CAHSD will be in the black. In answer to a question, C. Nacoste explained how CAHSD will be in the "black" and stated that the report distributed is just a status report of self-generated revenue that CAHSD is required to collect. CAHSD has \$18 million in State general funds plus an additional \$5 million in Federal Block Grants. The budget is approximately \$31 million. CAHSD's projected expenditures for the current year, at this time, is \$29 million. This is aside from what CAHSD already has in the budget.</p>	<p>The name of the report will be changed to "Self-generated Revenue Status Report."</p>
Board Membership Status		<p>Dr. Kasofsky stated that we are waiting to hear from Iberville: the issue hasn't been included on the Parish Council. West Baton Rouge has been sent the information via email/fax. Pointe Coupee: The issue is that haven't heard anything from them regarding resolving the membership issue.</p>	

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Report from Chairman			
Board Policy Review by Direct Inspection/board Business			
<p>Compensation and Benefits (%Default Merit: No Report)</p> <p>Governance Process Board Committee Principles</p>		<p>The Board reviewed the policy. There was no report attached because CAHSD has not been allowed to give % merits. The turnover report has been provided as scheduled. Gary Spillman made a motion to approve the policy as written without revision. The motion was seconded by Vickie King.</p> <p>The policy was reviewed by Board. Dr. Kasofsky stated that this policy is one of the keystones of the Policy Governance Board in that there isn't an Executive Committee that is operating separate and apart from the Board. It is only called together when there is a specific action to take. It does its job and then includes the rest of the Board members on making a final decision and then dissolves. Amy Betts made a motion to approve the policy as written without revision.</p>	<p>There were no objections and the motion passed.</p> <p>The motion was seconded by Denise Dugas. There were no objections.</p>
Convene Nominating Committee for Officers		A Nominating Committee (at least three members) was convened to consider Chairman and Vice Chairman nominees for next year's term. The Committee will meet at 2:00pm prior to the next regular Board meeting on May 6, 2013. The committee will present the nominees for vote at the May 6 th meeting and be voted on at the June 3, 2013 meeting. There is no Board meeting in July. The new Chairman and Vice Chair will assume duties in August 2013.	Committee members are: Kathy D'Albor, Gail Hurst, Christy Burnett and Vickie King.
Board Resolution		Board Resolution Update. This resolution is necessary in the event of an emergency and for submission with grant applications to show evidence that the Board is in support of CAHSD's grant application. The resolution authorizes Dr. Kasofsky to pursue a grant with support of the Board.	Gary Spillman made a motion to approve the resolution and was seconded by Kristin Saucier. There were no objections and the motion passed.
Policy Review: Executive Limits, Ends Focus of Grants	Kathy D'Albor	Kathy D'Albor provided policy review of the Executive Limits, Ends Focus of Grants. Page 18 of 58. She explained the policy and stated that CAHSD is in compliance with this policy. The Executive Director keeps the Board fully informed on obtaining/termination of	The Board is in compliance.

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		grants and contracts.	
		Kathy D’Albor commended Dr. Kasofsky for her presentation on Mental Health recently at Leadership - Iberville. She stated that she attended the presentation and it was outstanding. Dr. Kasofsky stated that it was difficult to engage the attendees.	
Assignment of Next Policy		Policy Review Assignment for the May 6, 2013 meeting: Governance Process, Global Governance Commitment was assigned to Amy Betts.	
		Ethics form submission to Boards & Commissions by May 15 th .	K. Bray will send the Ethics Form link to all Board members asap. Mat Green will present a short presentation for the Board on Addictions.
Community Participation	Christy Burnett	There was no community participation.	
Next Meeting	Christy Burnett	The next Board meeting will be held on May 6, 2013 @ 3:00p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 200.	