

**Capital Area Human Services District Board Meeting
Monday, September 10, 2012**

Directors Present: Christy Burnett, Chair, Dana Carpenter, Ph.D., Gail Hurst, Vice Chair, Sandi Record, Amy Betts, Kathy D’Abor, Kay Andrews, Gary Spillman, Becky Katz, Rev. Louis Askins, Victoria King, Barbara Wilson, Denise Dugas, and Kristen Saucier.

Directors Absent: Jermaine Watson and Stephanie Manson

CAHSD Executive Staff Members: Jan Kasofsky, Ph.D., Executive Director, Carol Nacoste, Deputy Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
<p>Approval of September 10, 2012 Consent Agenda Approval of the Minutes for: August 6, 2012</p> <ul style="list-style-type: none"> •Financial Condition and Activities (Attachments: Leg. Audit, Year End Financial, Escrow Spending by Disability) •Ends Statement •Global Governance Commitment •Governance Style •Board Job Description •Treatment of Consumers (pending from August) 	<p>Christy Burnett</p>	<p>Christy Burnett called the meeting to order at 3:03pm. Amy Betts made a motion to approve the August 6, 2012 minutes as written and to move the six bullet items under the Reports for the Chairman/ Governance Policy Review by Direct Inspection/Board Business with the consent September 10, 2012 Agenda. The motion was seconded by Vicki King. There were no objections and the motion passed.</p> <p>Christy Burnett welcomed new Board members, Denise Dugas, East Baton Rouge and Kristen Saucier, West Baton Rouge.</p> <p>Dr. Kasofsky welcomed the new Board members and thanked them for agreeing to serve. She stated that having representation from OLOL and BRGMC on the CAHSD Board will be an asset.</p>	<p>Get acronyms for new members binders</p>
Reports from the Executive Director			
<p>Tab 2 Communications BH Collaborative Meeting</p>	<p>Dr. Kasofsky</p>	<p>Communications Tab 2 attachments were reviewed. Dr. Kasofsky provided a brief overview of the following attachments:</p> <p>BH Collaborative Meeting: Dr. Kasofsky informed the Board that a BH Collaborative Meeting is scheduled for Friday, September 14th. She invited the Board members to attend. It has been almost a year since a Collaborative Meeting was held. Neal Cohen, COO, Magellan is on the agenda. The BH Collaborative Meeting agenda is behind Tab 2. Several of the agenda items were discussed: (1) Dr. Crapanzano from OLOL will be giving a presentation on the Psychiatry Residency Training Program. (2) One Stop</p>	

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Joint Legislative Budget Committee		<p>Shop which is the one stop for the homeless people to obtain healthcare, wash themselves and their clothes. (3) Lisa Bailey, Sobering Center Initiative. This is a safe and clean place with some medical support if needed where law enforcement can bring people publicly inebriated instead of taking them to jail or an emergency room.</p> <p>JLBC: Joint Legislative Budget Committee. This is a committee at the Capitol that's a conglomerate of legislators from different committees requesting presentations by all state agencies to look their line item budgets. Carol Nacoste has worked very hard on CAHSD's presentations and she was given a template for report requirements and CAHSD had 56 slides. All of DHH followed this template and the result was a 1000 slide presentation. Next Wednesday CAHSD was asked to provide ideas of cuts to be made without being provided a specific dollar amount.</p> <p>SAMHSA: Branch of Department Health and Human Services (DHHS) from D.C. CAHSD is in Region 6. CAHSD is a recipient of a 3 million dollar grant to integrate primary care with mental health through SAMHSA. Dr. Kasofsky has been invited to give a presentation in Dallas September 27-28. Dr. Kasofsky and Jaime Roques are the presenters.</p>	
Wall Street Journal Article		<p>Wall Street Journal Article: This is an article about the high level of homicides in Baton Rouge and many other cities. Dr. Kasofsky reminded the Board that CAHSD is one of the founding members of BRAVE with the District Attorney's office.</p> <p>A 1.5 million dollar grant was received and law enforcement has been moving forward with identifying people to be brought in due to criminal activity. A lot of this work, besides focusing on gun violence, focuses on violence surrounding drug market and the zip code being focused is 70805. This is to shut down the sale of illegal of drugs which is tied with this level of crime.</p>	
Hurricane Isaac		<p>Dr. Kasofsky stated that CAHSD plays a very important role during a disaster. CAHSD was happy to serve with physicians from Earl K. Long (EKL). CAHSD "manned" the shelter for 7 days. Jaime Roques was an incident commander and "did an incredible job". There were approximately 100 patients and 46 caregivers. Most of the time caregivers are ill too. Dr.</p>	

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
<p>BH Crisis Planning & MHERE Operations</p>		<p>Kasofsky who served as the Deputy Incident Commander stated that there were some issues, i.e., lack of handicap accessible bathroom facilities which was upsetting to the people who used wheelchairs/walkers. The Fieldhouse will be offline next year because they are replacing the floor. If there is another evacuation, the shelter will return to the PMAC. LSU did a great job as always. The National Guard provided security. Bruce Greenstein came to the shelter several times. There was discussion regarding writing a letter/resolution regarding the CAHSD employees' contribution during the crisis. Everyone was in favor.</p> <p>Dr. Kasofsky stated that the Mental Health Emergency Room at EKL has done a great job. She has been meeting with OLOL and the BRGMC regarding what will be done with the loss of MHERE when EKL closes its emergency room. Staff at CAHSD has assisted with researching national models or pieces of crisis continuum that don't exist in this area that might be helpful in replacing the MHERE. They "landed" on the residential crisis stabilization unit. This isn't exactly like an MHERE. It would be a unit that people being discharged from an ER or directly from a clinic could go to and be stabilized like in an MHERE. Length of stay is 3-5 days. In some cities the length of stay is up to 13 days. It is a structured place with a nurse practitioner/nurses. This unit provides structure, assists with getting people in crisis on their medication to be stabilized and then discharged to a lower level of care. Another piece of the continuum that is similar to an Assertive Community Treatment (ACT Team) may be beefed up to go into the local ER to assist with dealing with people in a behavioral health crisis. If they are discharged to CAHSD clinics, transportation could be provided to our clinics. This is currently being done in the MHERE and has helped to double our clinic appointment show rate. OLOL had to cancel the most recently scheduled hospital meeting on Thursday due to an unplanned survey. Dr. Kasofsky met with Dionne Viator from BRGMC regarding financing a Residential Crisis Stabilization Unit. A meeting has been scheduled with DHH Financial/Fiscal regarding funding. The BRG has been doing a good job utilizing the CAHSD Mobile Team.</p>	<p>Write a Board letter/resolution regarding contribution of CAHSD employees during the crisis.</p>
<p>SAMHSA Drug Free Communities Grant Initiative</p>		<p>Vivian Gettys distributed an Executive Summary relating to a SAMHSA drug free grant targeting environmental strategies to reduce substance abuse for youth under age 18. She stated this is an opportunity to work with coalitions in our local communities. The funding is for 5 years, \$125,000</p>	

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
SAMHSA Drug Free Communities Grant Initiative		<p>per year. The grant is renewable after 5 years for up to 10 years. Only one community in Louisiana currently has this grant. SAMHSA conducted a training in August throughout the State encouraging applications. SAMHSA would like to see applications from the CAHSD regional parishes/communities and provided information on the application process and what they are looking for. It is a community proposal, by zip codes. Each grantee can only serve one coalition. There was discussion regarding coalitions/grantees and that it must target youth substance abuse and this verbiage needs to be part of their mission statement. Applicants must be able to supply minutes of coalition meetings. V. Gettys stated that CAHSD has a contract coalition development person and can provide assistance in developing coalitions. There is a one-to-one match but it can be in kind, doesn't have to be a cash match. The grantee must be able to accept federal funding.</p> <p>There was discussion regarding each Parish: WBR– Met with Bert Allain & he will be attending upcoming meetings. EBR– Meeting with I Care PC – Ms. Jackson is interested. EF – not sure there is a coalition there. V. Gettys to call Ginger Hunt WBR – did have a strategic framework grant Iberville- Contact Bert Allain to find out if there is a coalition. West Feliciana – Grantee /collation must be able to accept federal funds. The Methodist Church is willing to be the grantee. Ascension- V. Gettys to investigate. Need to reach out to Coordinated System of Care. Linda Lamendola.</p> <p>The coalition must have a 6 month track record in order to be eligible to apply. The RFP will be out in February 2013 and is due in March. This means that the coalition must have met between January and September. 2012 to qualify. V. Gettys stated that they have been told verbally that town hall meetings could be used as first meeting. Grant meeting information provided by V. Gettys is to be sent to the Board members. The meeting will be at 10:00am on Thursday. V. Gettys stated that the application is very broad based with membership from 12 different sectors.</p>	V. Gettys to contact Ginger Hunt in EF.
SAMHSA Primary Care Integration Grant: Total Health		Dr. Kasofsky stated that there have been approximately 495 people referred to the nurse case managers to help obtain appointments and establish medical homes. Approximately 187 of those are enrolled at this time. To	

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
OCDD FS Allocations		<p>increase the number enrolled, clients will need to have blood tests. Dr. Kasofsky has met with Dr. Lemieux from LSU who is responsible for the statistical analysis.</p> <p>Dr. Kasofsky stated that she was concerned about the article in <u>The Advocate</u> this week reporting that the linkage between LSU and OLOL to run the clinics will not support the community clinics via the Center for Medicaid Services (CMS) once EKL is closed. Our program is based on these clinics.</p> <p>The Office for Citizens with Developmental Disabilities: CAHSD is having a difficult time meeting the needs of the citizens in our area due to the years of budget cuts. More money has been added to the budget but it has been said very plainly by Kathy Kliebert, Deputy Assistant Secretary, that she was going to use any time possible to start correcting the funding imbalance to CAHSD the funding. Dr. Kasofsky stated that a citizen should equally be able to obtain help no matter what area of the state they live.</p>	
CARF Preparations		<p>Dr. Kasofsky stated that CARF should provide CAHSD with a survey date today and she is expecting the date to be the second week in November. Since the Board is a policy governance board and not administrating the program, the CARF surveyors will not come to the Board. Any Board members who are interested in being on site during the survey is welcome and will be appreciated. The Board is responsible for the following areas: the Ends Statement, CAHSD mission statement, understanding somewhat about the different services, and the role as a policy governance board representing the stakeholders. The governance slide show will be presented again especially for the two new Board members. The survey will be a large survey because CAHSD is providing services in a lot of places. Dr. Kasofsky stated that CARF preparation has made CAHSD a much better agency.</p>	<p>Notify S. Manson of orientation prior to next Board meeting.</p>
Board Membership Status/Orientation		<p>The orientation/governance board slides will be shown at 2:15pm before the Board meeting for the two new board members and any other Board members who wish to attend for a brush up. Dr. Kasofsky stated that she hasn't been told anything from Boards and Commissions in regard to Board members that have terms ending. All of the parishes are up to date on submitted required documents.</p>	

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
<p>Consumer Satisfaction</p> <p>Practice Management Expertise</p> <p>Community Participation</p>	<p>Dr. Kasofsky</p> <p>Dr. Kasofsky</p>	<p>Dr. Kasofsky requested that the Board members review the Consumer Satisfaction data sent electronically and was attached to Treatment of Consumers.</p> <p>Dr. Kasofsky stated that she will be talking more about practice management expertise at the next meeting but wanted to provide a brief update. She and Carol Nacoste identified a group to assist CAHSD with practice management. CAHSD will be using a consultant to look at the flow of our clinics to assure that the check-in process runs smoothly. The group will conduct an assessment of the flow through the CAHSD clinics and billing process.</p> <p>Rev. Askins shared a story of an encounter in the mall and commented on the importance of Board member service to the community.</p> <p>Becky Katz announced that today is National Suicide Prevention and Awareness day. She encouraged contacting someone you may know who has been through this with a child or family member.</p>	
Reports from the Chairman			
<p>Governance Policy Review Tab 4</p>	<p>Christy Burnett</p>	<p>Executive Limits: Treatment of Staff by Kathy D'Albor. She recommended no changes to the policy. All were in favor with no one opposed. She stated that she reviewed the responsibilities of the Executive Director and believes she is doing an outstanding job adhering to the policy. Karen Bray was commended for doing a great job.</p> <p>Executive Limits: Financial Planning and Budgeting was assigned to Amy Betts for the next meeting.</p>	
<p>Next Meeting</p>		<p>The next Board meeting will be held on October 1, 2012 @ 3:00p.m. at 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 200. New member orientation will begin at 2:15pm.</p>	