

**Capital Area Human Services District Board Meeting
Monday, October 6, 2014**

Directors Present: Gary Spillman, Chair, Kay Andrews, Vice Chair, Christy Burnett, Dana Carpenter, Ph.D, Kathy D’Albor, Denise Dugas, Gail Hurst, Becky Katz, Vickie King, Kristen Saucier, and Barbara Wilson

Directors Absent: Rev. Louis Askins, Stephanie Manson, Sandi Record and Amy Betts

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

CAHSD Executive Staff Member(s) Absent:

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the October 6, 2014 Consent Agenda and Approval of the Minutes for September 8, 2014.	Gary Spillman	Gary Spillman called the meeting to order at approximately 3:04pm. Christy Burnett made a motion to approve the October 6, 2014, Consent Agenda and the minutes of September 8, 2014. Gail Hurst seconded the motion.	There were no objections and the motions passed.
Reports from Executive Director	Dr. Kasofsky	<ul style="list-style-type: none"> • National Recovery Month: Dr. Kasofsky announced that the National Recovery Month media coverage was excellent. Approximately 140 people attended the event including Board members Gary Spillman and Sandi Record. • The “No More MOJO” video created by Ivan Toldson aka Love-N-Pain was very well received. <ul style="list-style-type: none"> ➤ CAHSD sent area school superintendents a letter telling them about the video and its availability for use in the schools. Also mentioned in the letter is that Love-N-Pain will be available for a limited number of live presentations coordinated by CAHSD. ➤ Schools are being solicited to print and display the “No More MOJO” poster. Cox is running a 30 second video. ➤ The EBR Parish Prison has requested a copy of the video to run in the holding area. ➤ Two “No More MOJO” billboards will be displayed in EBR Parish: Locations are: Nicholson and Perkins Rd. • Dialogues on BH <ul style="list-style-type: none"> ➤ HC Journal of BR: The members reviewed the HCJBR article re: the Dialogues conference. CAHSD is mentioned as having a recovery care model. ➤ Lunch selections will be pre-ordered for Board members. Those attending the conference are requested to complete the menu form. ➤ Five CAHSD employees will attend all days of the conference. 	
Crisis Receiving Center (CRC)		<ul style="list-style-type: none"> • Dr. Kasofsky stated that more people are now interested in discussing CRCs as a MHERE replacement. The CRCs are not required to be 	

		<p>located in a hospital setting. One reason that CRCs may be resurfacing is the impact of the MHERE closure on the local hospitals.</p> <ul style="list-style-type: none"> • Baton Rouge Area Foundation has requested Dr. Kasofsky provide them with a presentation on CRCs. Denise Dugas invited Dr. Kasofsky to attend a program Medicaid put together with the hospitals. • Sharon Broome authored a piece of legislation requiring DHH to answer her and legislators about why/how of the MHERE closure. Senator Broome recently received a response from DHH stating LGE's were responsible to come up with the funding for indigent crisis care. • Pertinent to the DHH letter response, Dr. Kasofsky & C. Nacoste have requested from the State of Louisiana, Department of Health & Hospitals, \$1,000,000 to cover 5 indigent Crisis Stabilization beds per year to be part of a Crisis Stabilization Unit where the other 50% could be billed to Medicaid or a private insurer. 	Board members will be sent the letter.
Grants Awards - 2014	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided an overview of the 2014 Grant Awards handout. <ul style="list-style-type: none"> ➢ WBR Healthy Community Coalition/CAHSD was awarded \$625,000 over 5 years for the SAMHSA Drug-Free Communities Program. CAHSD is the fiscal agent and will manage the grant. ➢ Sexual Trauma Awareness & Response (STAR) was awarded \$650,000 over 3 years through GTEAP. CAHSD is a partner agency and has agreed to be a referral resource for STAR clients in need of mental or addictive disorder recovery services. The service area will consist of 7 parishes: Ascension, East Baton Rouge, East Feliciana, Iberville, Pointe Coupee, West Baton Rouge, and West Feliciana. 	
Staff Annual Meeting Invitation to Board Members	Dr. Kasofsky	<ul style="list-style-type: none"> • CAHSD Annual Meeting: October 9th at LCHR on Florida Blvd. CAHSD will be closed on October 9th for the meeting. Trauma Informed Care training is scheduled for the morning session. The community will be invited to onsite training at CAHSD in the afternoon. Board members are invited to attend. • On the morning of October 10th, the CAHSD clinicians will have training regarding clinical approaches that can be used in CAHSD clinics. • In the afternoon, CAHSD managers and EMT will discuss how to conduct an assessment of where CAHSD is regarding being a trauma informed care provider and identify strategies needed to be more supportive of trauma care. • Merit Increases: CAHSD staff with successful PES ratings is receiving a 4% raise. 	
Volunteer Primary Care Physician	Dr. Kasofsky	<ul style="list-style-type: none"> • A part-time volunteer primary care physician (from Quota Club) started at CAHSD on October 6, 2014 and is working every other Monday. 	

		Risk management issues are covered.	
Self-Generated Revenue	C. Nacoste	<ul style="list-style-type: none"> C. Nacoste provided an overview of the Self-Generated Revenue report for July and August 2014. She stated that collections typically decrease in July/August due to the school closures. 	
Board Membership Status	Dr. Kasofsky	<ul style="list-style-type: none"> Sara Cambom with the Governor's office has indicated that Mary Laverne Aguillard, Gerri Hobdy and Victoria King will be presented for approval by the Governor for reappointment/appointment in a meeting scheduled this week. 	
Legislative Auditor Report on LBHP	Dr. Kasofsky	<ul style="list-style-type: none"> An electronic copy of the Legislative Audit report was recently sent to the Board via email. Paper copies of the report were distributed to Board members as requested. 	
ABA Services Start-up	Dr. Kasofsky	<ul style="list-style-type: none"> This program is on target to begin after the first of 2015. CAHSD continues to look at the community needs for BH services for children with autism. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Ends Statement (from September meeting)	Mr. Spillman	<ul style="list-style-type: none"> Board members reviewed and made no recommendations to change the revised Ends Statement presented at the September 8th meeting. Barbara Wilson made a motion to approve the Ends Statement. The motion was seconded by Gail Hurst. 	There were no objections and the motion passed.
Operations Policy on Non-Appropriated Funds (from September meeting)	Mr. Spillman	<ul style="list-style-type: none"> Board members reviewed and made recommendations to revise the Operations Policy on Non-Appropriated Funds at the September 8th meeting. All revisions have been made. Kathy D'Albor made a motion to approve the revised Operations Policy on Non-Appropriated Funds. The motion was seconded by Denise Dugas. 	There were no objections and the motion passed.
Financial Planning & Budgeting (from September meeting)	Mr. Spillman	<ul style="list-style-type: none"> Board members reviewed and made recommendations to revise the Financial Planning & Budgeting Policy at the September 8th meeting. All revisions have been made. Christy Burnett made a motion to approve the revised Financial Planning & Budgeting Policy. The motion was seconded by Kay Andrews. 	There were no objections and the motion passed.
Treatment of Staff Policy & Reports	Mr. Spillman	<ul style="list-style-type: none"> The Treatment of Staff Policy & attachments were reviewed by the Board members. There were no recommendations for change. Becky Katz made a motion to approve the policy without revisions. Kristen Saucier seconded the motion. 	There were no objections and the motion passed.
Global Linkage Policy	Mr. Spillman	<ul style="list-style-type: none"> The Global Linkage Policy was reviewed by the Board members. There were no recommendations for change. Kay Andrews made a motion to approve the policy without revisions. Christy Burnett seconded the motion. 	There were no objections and the motion passed.
Unity of Control Policy	Mr. Spillman	<ul style="list-style-type: none"> The Unity of Control Policy was reviewed by the Board members. There were no recommendations for change. 	There were no objections and the

		<ul style="list-style-type: none"> • Dr. Carpenter made a motion to approve the policy without revisions. Vickie King seconded the motion. 	motion passed.
Accountability of Exec. Director Policy	Mr. Spillman	<ul style="list-style-type: none"> • The Accountability of Exec. Director Policy was reviewed by the Board members. There were no recommendations for change. • Gail Hurst made a motion to approve the policy without revisions. Dr. Carpenter seconded the motion. 	There were no objections and the motion passed.
Delegation to the Executive Director Policy	Mr. Spillman	<ul style="list-style-type: none"> • The Delegation to the Exec. Director Policy was reviewed by the Board members. There were no recommendations for change. • Barbara Wilson made a motion to approve the policy without revisions. Vickie King seconded the motion. 	There were no objections and the motion passed.
Policy Review Assignment	Mr. Spillman	<ul style="list-style-type: none"> • Financial Conditions/Activities: Stephanie Manson reviewed this policy and provided the following comments via email which was read by Mr. Spillman. "I do not recommend any revisions to that statement and believe we have appropriate controls in place with monthly financial reporting to ensure compliance." • Gail Hurst made a motion to approve the policy without revisions. Vickie King seconded the motion. 	There were no objections and the motion passed.
Policy Review Assignment	Mr. Spillman	<ul style="list-style-type: none"> • There was no policy assignment. 	
Community Participation		<ul style="list-style-type: none"> • There was no community participation. 	
Next Meeting	Vickie King	The next meeting is November 3, 2014 at CAHSD @ 11:45a.m. @ the Renaissance Arts Hotel, New Orleans, LA where Board members will participate in training sessions on state models of BH crisis.	