

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
ELMWOOD BOARD ROOM
1500 River Oaks Rd., W, Third Floor
Jefferson, Louisiana 70123

MINUTES

Saturday, August 3, 2019

Authority Board Members in Attendance:

James Arey	Patricia Ehrle	Rose Gilbert
Monica Baltodano-Dubey	Bruce Galbraith	Alex Redfearn
Rashain Carriere-Williams	Shawnta Gardener	Sal Scalia

Authority Board Members Absent:

None.

Staff in Attendance:

Lisa English Rhoden, Executive Director
Liz Riehl, CPS Director
Julie Shaw, JeffCare Director
Nicole Sullivan-Green, DDCCS Director
Rosanna DiChiro, BHCS Director
Mirela Nicola, CFO
Cheryl Wagner, Public Information Director
Tammy Valenti, CAA

Guest in Attendance:

Mrs. Gilbert called the meeting to order at 8:05 a.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda.

Mrs. Gilbert asked staff members in attendance to introduce themselves.

Mrs. Gilbert asked for a motion to accept the agenda as presented.

Ms. Redfearn made a motion to adopt the agenda as presented. Seconded by Mr. Scalia.

Passed unanimously.

2. Public Comment.

None.

3. Ownership Linkage.

There were no linkages last month.

4. Board Education.

A. Executive Director Update – Ms. Rhoden reported as follows:

- Payor Mix – Ms. Rhoden gave an update on JPHSA’s payor mix. She stated there has been growth in Medicaid and Medicare and a decrease in uninsured. A discussion followed.
- Fiscal Year 2020 Local Governing Entity Appropriations Comparison – Ms. Rhoden explained the appropriations for FY20 and gave the comparisons with each LGE. A discussion followed.
- Louisiana Department of Health Accountability Plan On-site Monitoring – Ms. Rhoden reviewed the results of the on-site monitoring by the Office of Citizens with Developmental Disabilities (OCDD) and the Office of Behavioral Health (OBH). She stated there are a couple of corrective action items in behavioral health and no findings or recommendations in developmental disabilities. Ms. Rhoden reported OCDD monitors once a year and OBH now monitors twice a year. A discussion followed.
- Electronic Health Record – Ms. Rhoden gave an update on choosing a new EHS. She reported on different committees formed for different areas of the proposal. She stated once completed, a RFP went out and a contract was awarded to AFIA to support JPHSA throughout the process. A discussion followed.
- Applied Behavior Analysis (Nicole Sullivan-Green) – Ms. Sullivan-Green gave a brief description of Applied Behavior Analysis (ABA) stating ABA is therapy based on the science of learning and behavior. She informed the Board the focus is on the understanding of how behavior works in real-life situations, how the environment affects behavior, and how learning takes place. She went on to say the goal is to increase behaviors that are helpful and decrease behaviors that are harmful. Ms. Sullivan-Green reported ABA can help increase language and communication skills, improve attention, focus, social skills, and academics.

After the brief description of ABA, Ms. Sullivan-Green discussed the identification of a consultant to assist with the development of a business plan to make sure we not only look to provide a service that is needed but one that can be sustained. She stated we do not want to start a program and then later discontinue because we did not go through due diligence in making sure a program can be supported. Ms. Sullivan-Green answered questions of the Board.

- Open Meetings Law Update (Liz Riehl) – Ms. Rhoden asked Ms. Riehl to report on changes to the Louisiana Open Meetings Law. Ms. Riehl informed the Board the Legislature made slight changes to the existing law by setting up requirements for open meetings postings and increasing fees for those members knowingly participating in a meeting that violates this law. She stated the fees were increased from not to exceed one hundred dollars to not to exceed five hundred dollars. Ms. Riehl reported the Attorney General or District Attorney’s Office could collect fees to enforce this law. A discussion followed.

- Time Capsule Burial – Ms. Rhoden reported JPHSA has planned a ceremony to bury the capsule at the Elmwood facility on Wednesday, October 16 at 8:30 a.m. Ms. Rhoden invited the Board to participate. A discussion followed. At this time, Ms. Rhoden thanked Board members

present at the JPHSA All Staff meeting and for handing out candy for staff. She stated they really appreciated the recognition.

- Maintenance of Accreditation Board Member Survey – Ms. Rhoden handed out instructions on taking the survey. She stated they will receive the survey via email and can fill out the survey by phone or online. A discussion followed.

Ms. Rhoden reported there were no linkage opportunities at this time.

B. JeffCare Board Update – Mr. Scalia reported JeffCare has contracted with Brown Dog Consulting to train the Board in the Policy Governance Model. The Board had eight web based training modules to complete by August 15 prior to the Consultants coming in the fall for a Board retreat. A discussion followed. He also stated JeffCare would begin doing larger fundraisers quarterly.

C. Policy Governance Training – Govern for Impact Conference Update – Mrs. Gilbert stated the conference was very good and structured in the Policy Governance Model. Ms. Carriere-Williams reported the conference had good workgroups in leadership, monitoring and keeping stakeholders in mind when developing and monitoring the ENDS policy. She agreed the conference was excellent and worth attending.

5. Required Approvals Agenda.

A. June Minutes – Mr. Arey made a motion to adopt the minutes as presented. Seconded by Ms. Carriere-Williams. Passed unanimously.

B. Financial Quarterly Report (April – June) – Ms. Nicola reviewed the financial quarterly report and answered questions of the Board. Ms. Carriere-Williams made a motion to accept the financial quarterly report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

C. JPHSA FY20 Budget – Ms. Nicola reviewed the FY20 budget and answered questions of the Board. Ms. Redfearn made a motion to accept the FY20 budget as presented prior to the meeting. Seconded by Ms. Gardener. Passed unanimously.

D. JPHSA Board Budget Line Item Quarterly Report – Mr. Scalia made a motion to accept the quarterly report as presented prior to the meeting. Seconded by Ms. Baltodano-Dubey. Passed unanimously.

6. Monitoring Board Performance.

A. Board Self-evaluation – Mrs. Gilbert asked someone to volunteer to fill out the Board self-evaluation for this meeting. Ms. Carriere-Williams stated she would fill out the self-evaluation.

B. Call for Nominating Committee – Mrs. Gilbert called for volunteers to serve on the Nominating Committee to bring nominations for the Chairperson and Vice-chairperson roles to the September Board meeting. Ms. Ehrle, Mr. Scalia and Ms. Redfearn volunteered.

C. Recruitment - Mrs. Gilbert asked Ms. Valenti to report the open positions on the Board. Ms. Valenti stated the Board now has openings in the Addictive Disorders, Professional position, Developmental Disabilities, Professional position, and a Judiciary position. A discussion followed. Ms. Redfearn stated she might have someone who would be able to fill the Developmental Disabilities, Professional position. Mrs. Gilbert asked members to reach out again to those who may be interested. Ms. Valenti stated she would contact another prospective member for the Judiciary position and report at the next meeting. Ms. Redfearn and Mr. Galbraith asked Ms. Valenti to send them applications. A discussion followed.

7. Monitoring CEO Performance.

A. Consultants & Contracts Monitoring Report – Mrs. Gilbert opened discussion on the Consultants & Contracts Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Consultants & Contracts monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the interpretation of the policy as reasonable. Ms. Gardener made a motion to accept the interpretation of the Consultants & Contracts monitoring report as presented prior to the meeting. Seconded by Mr. Galbraith. Passed unanimously.

Mrs. Gilbert asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the data provided as documentation of compliance with the Consultants & Contracts policy. Ms. Redfearn made a motion to accept the data provided for the Consultants & Contracts monitoring report as presented prior to the meeting. Seconded by Ms. Carriere-Williams. Passed unanimously.

B. ENDS Focus of Grants/Contracts Monitoring Report – Mrs. Gilbert opened discussion on the ENDS Focus of Grants/Contracts Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the ENDS Focus of Grants/Contracts monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the interpretation of the policy as reasonable. Mr. Galbraith made a motion to accept the interpretation of the ENDS Focus of Grants/Contracts monitoring report as presented prior to the meeting. Seconded by Ms. Gardener. Passed unanimously.

Mrs. Gilbert asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the data provided as documentation of compliance with the ENDS Focus of Grants/Contracts policy. Mr. Arey made a motion to accept the data provided for the ENDS Focus of Grants/Contracts monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

8. Announcements.

A. Board Generated Items – None.

B. Next Board meeting – Monday, September 16, 2019 at **JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., Second Floor Board Room, Metairie, LA 70001 at 6:00 p.m.**

9. Adjournment.

Mr. Scalia made a motion to adjourn at 9:15 a.m. Seconded by Ms. Gardener. Passed unanimously.



ROSE GILBERT, JPHSA Chairperson