

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
EAST JEFFERSON BOARD CONFERENCE ROOM
3616 S. I – 10 Service Road W., Second Floor
Metairie, Louisiana 70001

MINUTES

MONDAY, MARCH 5, 2018

Authority Board Members in Attendance:

Monica Baltodano-Dubey	Rose Gilbert	Mike Spinato
Rashain Carriere-Williams	Paula LaCour	Logan Williamson
Kevin Centanni	Dede Lyman-Redfearn	
Bruce Galbraith	Sal Scalia	

Authority Board Members Absent:

James Arey

Staff in Attendance:

Lisa English Rhoden, Executive Director
Nicole Sullivan-Green, DDCS Director
Tammy Valenti, CAA
Trudy Ingersoll, Accreditation Coordinator, CPS Division
Bianca Saddy Holcomb, Compliance Specialist, CPS Division

Guest in Attendance:

Mia Kacmarcik Sanders, Prospective Board Member

The meeting was called to order by Ms. Lyman-Redfearn at 6:01 p.m.

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

Ms. Lyman-Redfearn called for the introduction of guests in attendance. She then asked for a motion to accept the agenda as presented.

Ms. Carriere-Williams made a motion to adopt the agenda as presented. Seconded by Mr. Centanni. Passed unanimously.

2. Public Comment.

None.

3. Approval of Minutes.

Mr. Spinato made a motion to accept the minutes as amended. Seconded by Mrs. Gilbert. Passed unanimously.

4. Board Generated Agenda.

A) Board Self-evaluation – Ms. Lyman-Redfearn asked Mrs. Gilbert to give a report on the self-evaluations from the last two months. Mrs. Gilbert stated in the month of January the only comment for improvement was to focus more on the future than on the present. She stated the February self-evaluation suggested the Board allot more time on the agenda for policy review. A discussion followed.

Ms. Lyman-Redfearn asked for a volunteer to fill out the Board self-evaluation for this meeting. Ms. Carrere-Williams stated she would complete the self-evaluation form. Ms. Lyman-Redfearn thanked Ms. Carrere-Williams.

B) Executive Director Update – Ms. Rhoden reported as follows:

- Council on Accreditation (COA) Reaccreditation Overview – Ms. Rhoden asked Ms. Ingersoll and Ms. Holcomb to give an overview presentation on COA reaccreditation for the Board. They reviewed a power point presentation on the flow of how the reaccreditation process takes place. Ms. Holcomb handed out a visual on why, how and what happens in accreditation and discussed the Board's responsibilities during this process. Ms. Ingersoll and Ms. Holcomb answered questions of the Board. A discussion followed. The Board requested the overview presentation again at their February 2019 meeting.

- Elmwood Renovation Update – Ms. Rhoden reported the renovation should be completed mid-April and is under budget at this time. She suggested the Board meet at the Elmwood facility for one of their meetings after the June retreat. A discussion followed.

- Elected Official Visits: Treasurer Schroder; Senator Fred Mills; Representative Joe Marino; Senator Sharon Hewitt – Ms. Rhoden reported she visited several elected officials over the past month. Ms. Rhoden shared information with the Board on these meetings and answered questions. A discussion followed.

Ms. Rhoden announced the following linkage opportunity:

Behavioral Health Task Force will meet from 11 a.m. – 1 p.m. on Tuesday, March 13, at the Coroner's Office, 2018 8th Street, Harvey. Lunch is provided. Contact Rosanna DiChiro at 235-1122 for more information.

C) Policy Review – Cost of Governance – Ms. Lyman-Redfearn opened discussion regarding the Cost of Governance policy. A discussion followed. The Board deferred the policy until the next meeting.

Attendance – Ms. Lyman-Redfearn opened discussion regarding the Attendance policy. Mrs. Gilbert made a motion to accept the policy as presented with changes. Seconded by Mr. Williamson. Passed unanimously.

Board Member's Code of Conduct – Ms. Lyman-Redfearn opened discussion regarding the Board Member's Code of Conduct policy. A discussion followed. Mrs. Gilbert made a

motion to accept the policy with changes as presented. Seconded by Mr. Centanni. Passed unanimously.

D) Policy Governance Training – Board Orientation Presentation – Mrs. Gilbert reviewed the presentation and asked Board members for feedback. A discussion followed.

E) Annual Retreat Planning Update – Retreat June 9, 2018 – Ms. Lyman- Redfearn reminded the Board the annual retreat will be held on June 9, 2018.

F) Annual Review of Executive Director Contract – Ms. Lyman-Redfearn reported on her meeting with Ms. Rhoden. A discussion followed.

G) DDRAC Nomination – Ms. Lyman-Redfearn opened discussion on the application submitted by the DDRAC for appointment. Ms. Sullivan-Green answered questions of the Board regarding the applicant. A motion was made by Mrs. Gilbert to appoint Ms. Jen Walle to the DDRAC. Seconded by Mr. Scalia. Passed unanimously.

H) Recruitment – Ms. Valenti stated Ms. Sanders' recommendation is in the Parish Council's Office for placement on the March 7 Council agenda.

I) Board Linkage Update – Included in Ms. Rhoden's hand out earlier in the meeting was a linkage opportunity for the Board.

Ms. Lyman-Redfearn reminded the Board of a linkage opportunity on April 19, 2018 at the Human Services Interagency Council meeting in Baton Rouge.

Ms. Lyman-Redfearn stated she attended a meeting with JPHSA and Treasurer Schroder to discuss initiatives of JPHSA. She reported the meeting was very positive and stated Ms. Rhoden and Ms. Valenti do a fantastic job when meeting with our elected officials.

5. Announcements.

A) Board Generated Items – Ms. Lyman-Redfearn reported the JeffCare Board may be interested in participating in the JPHSA Board Retreat. A discussion followed. Ms. Lyman-Redfearn stated she would contact the JeffCare Board Chairperson to follow-up on their participation.

B) Next Board meeting – The next meeting will be held on **Monday, April 2, 2018 at 6:00 p.m., JPHSA East Jefferson Facility, 3616 S. I-10 Service Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

6. Adjournment.

The Board meeting was adjourned at 8:35 p.m. by a motion made by Mr. Williamson. Seconded by Ms. Carriere-Williams. Passed unanimously.



DEDE LYMAN-REDFEARN, JPHSA Chairperson