

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

MINUTES

Monday, May 6, 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
Mirela Nicola, CFO
Tammy Valenti, CAA

Guest in Attendance:

Mrs. Gilbert called the meeting to order at 6:00 p.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. Carriere-Williams made a motion to adopt the agenda as presented. Seconded by Ms. Redfearn. Passed unanimously.

2. Public Comment.

None.

3. Ownership Linkage.

Ms. Ehrle stated she attended a JeffCare Community dinner and sat with Rev. Mark Mitchell of New Hope Community Baptist. She reported Rev. Mitchell spoke about the challenges in the community. He cited the breakdown of family units, single parenting, lack of affordable housing and opioid challenges. Ms. Ehrle reported Rev. Mitchell asked about differences between JeffCare and JenCare. He stated it is confusing and he did not know anything about JenCare. A discussion followed.

4. Board Education.

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

- Legislative Update – Ms. Rhoden reported JPHSA’s budget has not changed as of this date, but has had three budget exercises for LDH. She stated HB 105 has passed in the House Appropriations Committee and now will move to the House Floor. She reported once it passes on the Floor, it will move to Senate Finance and then to the Senate Floor if there are not any amendments. Ms. Rhoden reported Sen. Appel is going to introduce a Senate Concurrent Resolution to the Senate Health and Welfare Committee asking LDH to approve peer support services as a Medicaid approved service. A discussion followed.
- Accountability Plan Audit – Ms. Rhoden reported the Office of Behavioral Health and the Office of Citizens with Developmental Disabilities performed a one-day audit of JPHSA in accordance with the Accountability Plan. A discussion followed. Ms. Rhoden stated our Developmental Disabilities Community Support Division had no findings and it is looking like no findings and one recommendation from the Office of Behavioral Health. Ms. Rhoden stated JPHSA should receive a draft report by the end of the month.
- COA: Preliminary Self-Study and Crossword Puzzle Answers – Ms. Rhoden stated the Accreditation Coordinator would report to the Board in the next couple of months. She reported the preliminary self-study is finished and being sent this week to COA. A discussion followed.
- River Oaks, Third Floor Update – Ms. Rhoden reported renovations on the third floor at Elmwood is complete and are moving forward with a few things on the punch list. She stated, as a reminder, the June meeting will take place at the Elmwood facility.
- All Staff Meeting (8 a.m. Tuesday, July 23) – Ms. Rhoden invited the Board to the JPHSA All Staff meeting on Tuesday, July 23, 2019, 8 a.m. at the Jefferson Parish Health Unit Auditorium, 1855 Ames Blvd., Marrero, LA 70072. A discussion followed. Ms. Baltodano-Dubey stated she would be out of town.

Ms. Rhoden announced the following linkage opportunities:

How to De-escalate Disruptive Behaviors, Wednesday, May 8, 6:30 – 8:30 p.m., Jefferson Parish Public Library, River Ridge Branch, Conference Room, 8825 Jefferson Highway, River Ridge.

Supporting Your Loved Ones, (Richard K. Ries, M.D. a national expert and funding member of the American Academy of Addiction Psychiatrists and the American Society of Addiction Medicine), Friday, May 10, 4:00 – 6:00 p.m., Celebration Church Activity Center, 2001 Airline Dr., Metairie.

B. JeffCare Board Update – Mr. Scalia gave an update on JeffCare stating the Board is becoming more knowledgeable every time they meet. He reported the Board’s retreat this year would include training on the Policy Governance Model. Mr. Scalia stated JeffCare has hired a primary care physician. A discussion followed.

C. Policy Governance Training – Mrs. Gilbert thanked Ms. Ehrle for her linkage she shared with the Board at the beginning of the meeting. Mrs. Gilbert asked Board members if

they had someone in mind they could link with or have attend one of the Board meetings in the future. A discussion followed.

D. Annual Retreat Planning – Mrs. Gilbert reported she and Ms. Carriere-Williams will meet with Ms. Wagner, JPHSA Public Information Director, to prepare a presentation on linking with elected officials and community partners as part of the annual retreat on Saturday, August 3, 2019. Mrs. Gilbert stated in addition to this presentation, the Executive Management Team are going to present their Annual Division Plans and give an update on the Strategic Plan. A discussion followed.

5. Required Approvals Agenda.

A. April Minutes – Mr. Arey made a motion to adopt the minutes as presented. Seconded by Mr. Scalia. Passed unanimously.

B. Financial Quarterly Report (Jan. – March) – Ms. Rhoden asked Ms. Nicola to review the Financial Quarterly Report for the Board. Ms. Nicola reviewed the report and answered questions of the Board. A discussion followed. A motion was made by Ms. Redfearn to accept the Financial Quarterly Report (Jan. – March) as presented prior to the meeting. Seconded by Ms. Gardener. Passed unanimously.

C. JPHSA's Board Budget Line Item Quarterly Report – Ms. Nicola reviewed the Board's Budget Line Item Quarterly Report and answered questions of the Board. Ms. Ehrle made a motion to accept the report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

D. JPHSA's FY20 Board Budget Planning – Ms. Nicola opened discussion on the Board's FY20 Budget. After discussion, Mr. Scalia made a motion to adopt the Board's FY20 Budget as presented. Seconded by Ms. Carriere-Williams. Passed unanimously.

6. Monitoring Board Performance.

A. Board Self-evaluation – Mrs. Gilbert asked a Board member to fill out the Board self-evaluation form for this meeting. Ms. Ehrle stated she would fill out the Board self-evaluation.

B. Policy Review – Chairperson's Role – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. There were no changes to this policy.

Vice-Chairperson's Role – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. There were no changes to this policy.

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. Ms. Gardener also stated she might have a potential member for the Developmental Disabilities, Professional position.

D. Strategic Plan – Mission and Priorities – Mrs. Gilbert opened discussion on the Board’s Mission and Priorities. After reviewing the Mission and Priorities, Ms. Gardener made a motion to approve the Mission and Priorities as stated with no changes. Seconded by Ms. Baltodano-Dubey. Passed unanimously.

E. Financial Disclosure Tier 2.1 – Due May 15, 2019 – Ms. Valenti reminded the Board to send in their Financial Disclosure Tier 2.1 forms to the State Board of Ethics prior to May 15, 2019.

F. Mandatory Annual Ethics Training – Ms. Valenti reminded the Board to complete their mandatory training by the end of this year.

G. Mandatory Annual Sexual Harassment Training – Ms. Valenti reminded the Board to complete their mandatory training by the end of this year.

7. Monitoring CEO Performance.

A. Financial Planning & Budgeting Monitoring Report – Mrs. Gilbert opened discussion on the Financial Planning & Budgeting Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Financial Planning & Budgeting 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 Financial Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. 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 Financial Planning & Budgeting policy. Ms. Carriere-Williams made a motion to accept the data provided for the Financial Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

B. Financial Condition & Activities – Internal Monitoring Report – Mrs. Gilbert opened discussion on the Financial Condition & Activities – Internal Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Financial Condition & Activities – Internal 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. Arey made a motion to accept the interpretation of the Financial Condition & Activities – Internal 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 Financial Condition & Activities – Internal policy. Ms. Redfearn made a motion to accept the data provided for the Financial Condition & Activities – Internal monitoring report as presented

prior to the meeting. Seconded by Mr. Scalia. Passed unanimously.

8. Announcements.

A. Board Generated Items – None.

B. Next Board meeting – **Monday, June 3, 2019 at JPHSA's Elmwood Building, 1500 River Oaks Rd., W., Third Floor Conference Room, Jefferson, LA 70123 at 6:00 p.m.**

9. Adjournment.

Mr. Scalia made a motion to adjourn at 6:59 p.m. Seconded by Ms. Redfearn. Passed unanimously.


ROSE GILBERT, JPHSA Chairperson