

**South Central Louisiana Human Services Authority  
Board Meeting Minutes  
April 7, 2022**

**Members Present:** Ray Nicholas (Assumption), Bryan Zeringue (Lafourche), Barbra Fuselier (Assumption), Ron Dantin (Lafourche), Becky Hohensee (Terrebonne), and Ms. Lynne Farlough (St. John the Baptist)

**Members Absent:** Adriane Kyle (St. Mary)

**Guest in attendance:** Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Misty Hebert (Clinical Director), and Wesley Cagle (Developmental Disabilities Director) and Stephanie Benton (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:08 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Bryan Zeringue led the Pledge of Allegiance.
Roll Call of Board Members	Executive Director called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the February 10, 2022 meeting were reviewed. Ms. Becky Hohensee motioned to approve the minutes of February 10, 2022 Board Meeting, seconded by Mr. Ray Nicholas, motion carried and minutes were approved.
Board Issues	<ul style="list-style-type: none"> <li>• <u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</li> <li>• <u>Gubernatorial Appointments:</u> Ms. Schilling discussed a recent call received from the Governor’s Office in regards to converting three (3) of our current Board Members to Gubernatorial Appointments. Mr. Dantin, Ms. Kyle and Ms. Farlough were chosen. Ms. Schilling also discussed we will continue to advertise Board vacancies in both St. James Parish and Terrebonne Parish. Ms. Schilling also discussed she has tried to contact Father PJ Madden, the new Houma Thibodaux Diocese Administrator. He was an original SCLHSA Board Member who may be a good candidate to represent Terrebonne Parish. Ms. Schilling will continue to reach out to Father Madden.</li> <li>• <u>Board Self-Evaluation Summary:</u> Ms. Schilling reviewed the 2021 Board Self-Evaluation Summaries. The overall results were good.</li> </ul>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <li>• <u>Site/Staffing Updates:</u> Ms. Schilling reported all SCLHSA staff members are back at sites. RPBHC is having a few issues with their buildings. All staff members will report next week.</li> <li>• <u>Senior Management Meeting at Site:</u> Ms. Schilling discussed the Executive Team traveled to each clinic site for the Senior Management Meeting. It was good to have some one on one time at each of the sites. We went through the Agenda and had breakout sessions, where each one of the Directors took time out to meet with individuals regarding Clerical, Clinical, Nursing and HR addressed the whole group.</li> <li>• <u>HTV Cooking Presentation:</u> Ms. Schilling reported the HTV Cooking Presentation with Chef Prudhomme Magic Seasoning and the Terrebonne United Churches Foodbank went well. On the first segment of the HTV Presentation, Chef Morgan did a cooking demonstration. On the second segment, we did a tour of the Foodbank and on the third segment, SCLHSA staff assisted with packaging the meals. We prepared over 200 meals with four (4) meals per car were distributed.</li> <li>• <u>Peer Review with FPHSA/Safety Audit Results:</u> Ms. Schilling reported the Peer Review with FPHSA went very well. The Administrative component was reviewed. Ms. Schilling also reported The Safety Audit was last week and SCLHSA scored a 100%. Ms. Bonner, her assistant, Ms. Richard, and a newly hired Compliance Officer, Ms. Daigle, did an excellent job in preparing for the full audit. The Safety Coordinators at each site also did a great job in preparing their documentation.</li> </ul>

Executive Director Report (cont'd)	<ul style="list-style-type: none"> <li>• <u>LGE Funding Formula</u>: Ms. Schilling reviewed the LGE Funding Formula along with the Questions that SCLHSA submitted in response to the Formula. LDH hired a Consultant, who put together the data for the Funding Formula. If the Legislature was to give us funding, they would plug in the Formula. SCLSHA is at a 7.8%. There are a lot questions on how they created the Formula. Ms. Schilling has requested a meeting to discuss the Funding Formula. A follow-up meeting is scheduled for next week.</li> <li>• <u>Legislative Session (FY22 Carry Forward)</u>: Ms. Schilling discussed the Legislative Session and our FY22 Carry Forward request. Ms. Schilling stated an email was received three (3) weeks ago from the LDH Fiscal Office wanting to know if we have money we were wanted to include with their Amendment to go before the Budget to adjust our FY23 Budget Authority. We have Grants and other funding we unable to spend down due to Hurricane Ida and we would like to carry forward. The total we are asking to carry forward is 1.2 MIL. There has been some confusion with LDH in regards to the request and Ms. Schilling has been communicating with the Fiscal Office. We want this to be included with the Amendment before the end of Session so that SCLHSA will have the Budget Authority to begin spending down 7/01/2022.</li> </ul>
Fiscal Report	<p><u>Financial Report</u>: Janelle Folsie</p> <ul style="list-style-type: none"> <li>• <u>Monthly Budget Summary (February)</u>: Ms. Folsie reviewed the FY 21-22 Budget Analysis for February as of 2/28/2022, including projected revenues/expenditures and the Legislative Appropriated Budget.</li> <li>• <u>Revenue Report (February)</u>: Ms. Folsie reviewed the FY 21-22 for February of 2/28/22, reflecting collections including recoupments/write-offs/adjustments as of 2/28/2022. <ul style="list-style-type: none"> <li>○ Mr. Ray Nicholas motioned to approve the FY 21-22 February Budget Analysis and the Revenue Reports for February as of 2/28/2022, seconded by Ms. Barbra Fuselier, motion carried.</li> </ul> </li> </ul>
Operational Report	<p><u>Operation Report</u>: Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>Agency Statistics</u>: Ms. Bonner reviewed FY22 Quarter 2 Agency Statistics to include Show, No Shows, and Services Provided by Behavioral Health Centers. Mr. Cagle reviewed the Developmental Disabilities Entry Unit Shows and No Shows, Requests for Services, Persons Serviced by Priority, Persons Served, and Waiver Recipients. Ms. Bonner also reviewed the new FY22 Quarter 2 Portal Statistics to include Number of Web-Enabled Clients, Number of Clients Who Sent Portal Messages, Televisits and Call Duration and Wait Time.</li> <li>• <u>Satisfaction Survey Results</u>: Ms. Bonner reviewed FY22 Quarter 2 Behavioral Health and Developmental Disabilities Satisfaction Survey Results.</li> <li>• <u>LaPAS</u>: Ms. Bonner reviewed the FY22 Quarter 2 LaPAS Report.</li> <li>• <u>Performance Indicator Report</u>: Ms. Bonner reviewed the FY22 Quarter 2 Behavioral Health Performance Indicator Report. The Indicators reviewed include LBHC, RPBHC, SMBHC, TBHC, Call Line, IOP, and Developmental Disabilities Service Coordination.</li> </ul>
Clinical Services	<p><u>Clinical Services</u>: Misty Hebert</p> <ul style="list-style-type: none"> <li>• <u>Catch My Breath Program</u>: Ms. Hebert discussed the Catch My Breath Program. The Program is an evidence-based Youth Nicotine Vaping Prevention Program that will provide students the skills to resist peer pressure and media influences to try e-cigarettes. CATCH My Breath is part of the Coordinated Approach to Child Health (CATCH). Appropriate for grades 5-6, 7-8 and 9-12. The Program have pretest, 4 lessons and a post-test that are approximately 35 minutes each. Both SCLHSA Prevention Specialist and all of our Contract Prevention Agency Facilitators are going to receive training on this program on April 11, 2022. We have begun talking to schools and have had a lot of verbal interest. St. Charles Parish School System agreed to allow Thoughts Before Actions to pilot this program in 2 to 3 middle schools in St. Charles Parish. SCLHSA Board Members voiced interest in sitting in on sessions once started.</li> </ul>

Developmental Disabilities	<p><u>Developmental Disabilities:</u> Lisa Schilling for Wesley Cagle</p> <ul style="list-style-type: none"> <li>• <u>Program Statistics:</u> Mr. Cagle gave a brief update of the current DD waiver statistics totaling 1,284 Waivers (691 NOW, 251 SW, 244 CC and 98 ROW). There are a little over 300 individuals in IFS and we have served 60 individuals in Crisis. FFF is at full capacity with 145.</li> </ul> <p><u>Developmental Disability Program Updates:</u> Mr. Cagle gave an update of the Developmental Disability Programs. Act 421 has been going well. SCLHSA DD has completed thirty-two applications so far. There have been a few issues with eligibility requirements and some issues with the data system. OCDD and Medicaid have been addressing the issues. Mr. Cagle also discussed changes to the Crisis Referral Process. There has been a change in management with OCDD. They want us to make referrals ahead of time, which is a challenge. The Crisis Referral Process is now referred to as "Triage."</p>
Views and Comments by the Public	
Old Business	
New Business:	<p>Executive Session – per Executive Director.</p> <ul style="list-style-type: none"> <li>○ Mr. Ray Nicholas motioned to go into Executive Session at 7:34 pm, seconded by Ms. Becky Hohensee, motion carried.</li> <li>○ Mr. Ray Nicholas motioned to go back into Regular Session at 7:58 pm, seconded by Ms. Becky Hohensee, motion carried.</li> </ul>
SCLHSA Nursing Home Project	<p>Ms. Schilling discussed the SCLHSA Nursing Home Project. Each Clinic site has selected a Nursing Home in our parishes and we have prepared Easter bags for 664 residents in the Nursing Homes. The Easter bags will be delivered next week.</p>
Consideration of Other Matters	<ul style="list-style-type: none"> <li>• <u>Board Meeting Schedule:</u> After discussion with Board Members, Chairman Bryan Zeringue stated the next Board Meeting will be held on Tuesday, May 10, 2022 @ 6:00pm at SCLHSA Administration Office.</li> </ul>
Adjournment	<p>Motion to adjourn by Ms. Becky Hohensee, seconded by Ms. Barbra Fuselier, motion carried. Meeting adjourned at 8:04 pm.</p>