

**South Central Louisiana Human Services Authority
Board Meeting Minutes
August 21, 2018**

Members Present: Ray Nicholas (Assumption), Alvina Matherne (St. Charles), Lynne Farlough (St. John the Baptist), and Cheryl Turner (Terrebonne).

Members Absent: Alisa Dunklin (St. James).

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), Wesley Cage (Developmental Disabilities Director), and Stephanie Benton (Secretary)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:04 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Ms. Lynn Farlough led the Pledge of Allegiance
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the May 10, 2018 meeting were reviewed. Mrs. Lynn Farlough motioned to approve the minutes of the May 10, 2018 Board Meeting, seconded by Mrs. Cheryl Turner motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Lafourche & St. Mary Parish Board Vacancies Update:</u> Ms. Schilling gave a brief update of the Board vacancies for Terrebonne, Lafourche and St. Mary Parishes. The Terrebonne Parish Council has approved Dr. Victor Tedesco, III local Coroner, for the position. Lafourche Parish has approved the Chief of Police for Thibodaux, Brian Zeringue and Lafourche has a nurse interested in the second vacancy. St. Mary Parish Board Member, Mr. Bennet is no longer a Board Member and we will advertise the vacancy for St. Mary Parish.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <p>Ms. Schilling gave her condolences to Mr. Nicholas on behalf of the Agency on the loss of his mother. Ms. Schilling also discussed Mrs. Bonners' health concerns. Ms. Bonner is back half-days at work. We are hoping the best for her and hopes she returns soon to full capacity.</p> <ul style="list-style-type: none"> • <u>Regal Row Update:</u> Ms. Schilling gave a brief update of the Regal Row property. The Purchase Agreement is signed. We are waiting on LDH/DOA to complete the paperwork. Once completed, Kinder Morgan has 60 days to vacate the building. Last week, we participated in a walk-through of the building with an employee of Kinder Morgan. Ms. Schilling discussed the idea of beginning exterior work at this time and they have agreed to allow us to paint and landscape. Kinder Morgan will be completely moved by the end of September. Ms. Schilling discussed the idea of hopefully having our November/December Board meeting at the new location. Once we are moved in, Ms. Schilling plans to have a ribbon cutting ceremony to include all Legislative Delegation and individuals whom assisted in the purchase process. • <u>Community Education:</u> Ms. Schilling briefly discussed the CIT Training which was held in June. The CIT Training was for local Law Enforcement professionals. SCLHSA held a graduation ceremony where 21 law enforcement professionals graduated. Lafourche Parish Sheriff Craig Weber was the guest speaker. HTV and a local St. John station were in attendance to air the ceremony. Ms. Schilling also discussed that we have been working with Terrebonne General Medical Center with their Opioid Task Force. SCLHSA has also done some training with Terrebonne Parish School District with counselors and staff/teachers. Ms. Schilling also discussed that we received a request from the Terrebonne Foundation for Academic Excellence to participate in training for the Parochial Schools with the Diocese. • <u>Summer Camps Update:</u> Ms. Schilling reviewed the hand-out on Summer Camps SCLHSA was involved with and numbers of children who attended. • <u>New Hires/Market Grade Adjustments:</u> Ms. Schilling briefly discussed new hires to include a Registered Dietician, a Marketing Supervisor, and a new Primary Care Nurse Practitioner. Ms. Schilling also discussed SCLHSA's new Mobile Unit, which we are hoping to begin soon. We will set up once a week in St. Charles Parish, St. James Parish, and Assumption Parish. Ms. Schilling also reported that all SCLHSA employees have received a market grade adjustment/merit increase.

Executive Director Report (cont'd)

- Environmental Service Projects: Ms. Schilling reviewed the hand-out design of the new signs going up at SCLHSA sites. Ms. Schilling also discussed that we are reconfiguring the clerical area and adding pavers to the back patio area at the RPBHC. We will also paint the brick to match the new Government building in front of the RPBHC. Ms. Schilling also mentioned that we are also trying to link with the Department of Transportation to increase signage in the areas. Ms. Schilling reported that funds were approved and we have received bids on the Lafourche BHC addition to include 6 more offices, 1 conference room and enclose the kitchen area. We will also work on TBHC reconfiguring of their clerical area at a later date.
- IT Replacement at all Sites: Ms. Schilling reported that SCLHSA is replacing all computers, faxes, and printers at all sites. The River sites replacement have been completed, which went well. IT has a schedule with the clinics to replace equipment to not interfere with patient appointments. .
- Janssen Pharmaceutical Collaborative: Ms. Schilling reviewed the hand-out regarding discussion points from meeting with Janssen Pharmaceutical. They were very impressed with the work we are doing with injection therapy. We want to increase injection utilization on the Mobile Outreach and with the Partnership with Lafourche and Terrebonne Parish Sheriff Office Re-Entry Program in the hopes of following the individuals through our clinic setting. At this time, we are still waiting to hear back from Janssen.
- Genetic Testing: Ms. Schilling discussed that we have a Millennial Health meeting today. Our providers have identified 150 patients on multiple medication regimens and we have not been able to find the right medication. With this test, we are hoping to find a better way to treat our patients. They have agreed to work with us on lowering the price for individuals who do not have funds. At this time BH only, hopefully we can eventually treat DD patients and Primary Care.
- Foundation Start-Up: Ms. Schilling discussed the future of SCLHSA. This Foundation would have a separate Board tasked with raising funds for SCLHSA's new and expanded services. Ms. Schilling will give further information at a later time. Ms. Janet Price, Marketing Supervisor, has been working with Ms. Schilling on the Foundation start-up.
- FY 18/19 Appropriation Letter and Documents: Ms. Schilling briefly discussed the Appropriation letter and documents from the recent Legislative Session.

Financial Report: Janelle Folse

- Monthly Budget Summary (April, May June): Ms. Folse reviewed the FY 17-18 Budget Analysis for April as of 04/30/2018, May as of 05/31/2018, and June as of 06/30/2018 including projected revenues/expenditures and the Legislative Appropriated Budget. Ms. Folse noted changes to the report to include self-generated revenue and YTD amount.
- Revenue Report (April, May, June): Ms. Folse reviewed the FY 17-18 Revenue Report for April as of 04/30/2018, May as of 05/31/2018, and June as of 06/30/2018 reflecting collections including recoupments as of 04/30/2018, 05/31/2018, and 06/30/2018. Ms. Janelle noted changes to the report to include agency generated revenue.
 - Mrs. Cheryl Turner motioned to approve the FY 17-18 April, May and June Budget Analysis and the Revenue Report for April as of 04/30/2018, May as of 05/31/2018, and June as of 06/30/2018, seconded by Ms. Alvina Matherne, motion carried.

Operational Report: Lisa Schilling for Kristin Bonner

- Agency Statistics: Ms. Schilling reviewed the Quarterly Statistics hand-outs.
- Client Satisfaction Surveys: Ms. Schilling reviewed the Client Satisfaction/Outcome Survey Results. Results are very similar to the previous year quarter. We have worked on changing the questions on the survey in order to provide more meaningful results.
- LaPAS: Ms. Schilling gave an update of the quarterly LaPAS report for the 3rd Quarter. The information has been put into the State database, which shows how we're compared to other LGE's.
- Performance Indicators: Ms. Schilling reviewed the Performance Indicators for the Quarter.

	<p><u>Developmental Disabilities: Wesley Cagle</u></p> <ul style="list-style-type: none"> • <u>Program Statistics:</u> Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1241 Waivers (787 NOW, 263 SW, 175 CC and 16 ROW). There are over 164 individuals receiving IFS funding, 15 individuals receiving Crisis, and 111 individuals in FFF and working to fill 5 slots. Mr. Cagle also reported the Tiered Waiver is in process. <p><u>DD Services Update:</u> Mr. Cagle reported for FY2019 DD has 820 new mixed Waiver opportunities. 180 offers were made. Mr. Cagle also discussed hosting the Provider/Support Coordinator Meeting in July, 2018. Mr. Cagle also discussed attending an OCDD/SCA meeting in July, 2018 and the DD Council Meeting. The Director has established a Work Group to examine making changes to the IFS policy. Mr. Cagle also reported that OCDD noted 34 crisis referrals from January 1st to June 15th, 2018. Of these referrals, SCLHSA DD made only two.</p>
Old Business	None
New Business	<ul style="list-style-type: none"> • Ms. Schilling shared information regarding the new Contract Renewal submitted to SCLHSA by LDH. Our attorney is reviewing this document for comments. Ms. Schilling will be sharing the DD section with Wes and the Clinical section with Misty. Ms. Schilling will provide a response to LDH regarding the contract deliverables.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>SCLHSA Events Calendar</u> • <u>Board Meeting Schedule:</u> Thursday, September 13, 2018 Chairman Nicholas announced the date for the next Board Meeting - Thursday, September 13, 2018
Adjournment	Motion to adjourn by Mrs. Alvina Matherne, seconded by Mrs. Cheryl Turner, motion carried. Meeting adjourned at 7:36 pm