

**South Central Louisiana Human Services Authority  
Board Meeting Minutes  
December 09, 2021**

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

**Members Absent:** Cheryl Richoux Torres (Terrebonne)

**Guest in attendance:** Lisa Schilling (Executive Director), Janelle Folsie (Fiscal Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), Stephanie Benton (Secretary) and Macy Comeaux (HR Director)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:05 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 November 4, 2021 meeting were reviewed. Mr. Ray Nicholas motioned to approve the minutes of November 4, 2021 Board Meeting, seconded by Ms. Lynne Farlough, 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>Annual Board Member Self Evaluations:</u> Mr. Zeringue reminded all Board Members to complete and sign the Board Member Self Evaluations, and return to Ms. Benton.</li> </ul>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <li>• <u>Update on SCLHSA Sites:</u> Ms. Schilling gave an update on SCLHSA Sites since Hurricane Ida. The repairs have been completed at RPBH and the staff are back in the clinic. The repairs are also completed at LBHC and the staff will fully return on Monday, December 13. We are still waiting on pricing on roofing for both sites (RPBHC and LBHC). Ms. Schilling also discussed work will begin soon to repair damages from Hurricane Ida at Regal Row.</li> <li>• <u>Louisiana Spirit (LA Spirit) Initiative:</u> Ms. Schilling discussed the Louisiana Spirit (LA Spirit) Initiative. SCLHSA has hired all staff and they are now going through Training, which concludes tomorrow. The LA Spirit Team Members are out in the communities trying to assist individuals still recovering from Hurricane Ida. They have plenty of Projects and Events they are planning to participate in throughout the parish.</li> <li>• <u>New Commercials for HTV – Peer Support:</u> Ms. Schilling discussed SCLHSA will shoot two new Peer Support commercials at HTV later this month. Ms. Laura Stanley (Addiction) and Mr. Adam Chauvin (Mental Health) are the Peer Support Specialists participating in the commercials. They will discuss recovery, resiliency and working with SCLHSA clients.</li> <li>• <u>VoIP Project:</u> Ms. Schilling gave an update on the VoIP Project as discussed last year. SCLHSA’s phone systems are out of date and there have been plenty of issues throughout the clinics. The VoIP system was included in the first COVID-19 Supplemental Grant and it was approved. Ms. Schilling and Mr. Smith, SCLHSA IT, have met with AT&amp;T about the Project. Ms. Schilling and Mr. Smith will meet with Executive staff and Clinic Managers to discuss implementation. More to come.</li> <li>• <u>COVID Vaccination Mandate:</u> Ms. Schilling discussed the COVID Vaccination Mandate. Ms. Schilling has met with SCLHSA’s attorney and the vaccine mandate for the agency has been put on hold for now. Staff will eventually have to comply. Informational emails</li> </ul>

Executive Director Report (cont'd)	<p>have been sent to staff to encourage vaccination. Ms. Schilling reported at this time, the Vaccine Mandate does not apply to LGE's as verified through LDH/OBH.</p> <ul style="list-style-type: none"> <li>• <u>LDH Business Plan: Funding Formula Discussion</u>: Ms. Schilling reported on the LDH Business Plan: Funding Formula Discussion. The Formula is for new funds moving forward for all LGE's. OBH requested comments from each LGE. Ms. Schilling reviewed a synopsis of the comments.</li> <li>• <u>LDH Roadshow – Coming soon to a Location Near You!</u>: Ms. Schilling reported Secretary Phillips sent out an email regarding the LDH Roadshow, which will be coming soon across the state. No dates have been scheduled.</li> <li>• <u>Quarterly Expenditure Report</u>: Ms. Schilling reviewed the Quarterly Expenditure Report to include the FY22 Budget for Quarter 1 – Appropriated Budget and Expended Amount for July, August and September.</li> </ul>
Fiscal Report	<p><u>Financial Report</u>: Janelle Folve</p> <ul style="list-style-type: none"> <li>• <u>Monthly Budget Summary (October)</u>: Ms. Folve reviewed the FY 21-22 Budget Analysis for October as of 10/31/2021 including projected revenues/expenditures and the Legislative Appropriated Budget.</li> <li>• <u>Revenue Report (October)</u>: Ms. Folve reviewed the FY 21-22 for October as of 10/31/21, reflecting collections including recoupments/write-offs/adjustments as of 10/31/2021.</li> <li>• Mr. Ray Nicholas motioned to approve the FY 21-22 October Budget Analysis as of 10/31/2021, seconded by Ms. Barbra Fuselier, motion carried.</li> <li>• Ms. Lynne Farlough motioned to approve the FY21-22 Revenue Report for October as of 10/31/2021, seconded by Ms. Adriane Kyle, motion carried.</li> </ul>
Operational Report	<p><u>Operation Report</u>: Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>Plan of Client Care</u>: Ms. Bonner reviewed the Plan of Client Care to include minor changes to the language of the Plan.</li> <li>• <u>Violence Prevention Plan</u>: Ms. Bonner reviewed the Violence Prevention Plan to include minor changes to the language of the Plan.</li> <li>• <u>Performance Improvement Plan</u>: Ms. Bonner reviewed the Performance Improvement Plan to include minor changes to the language of the Plan.</li> <li>• <u>Strategic Plan</u>: Ms. Bonner reviewed the Strategic Plan to include minor changes to the language of the Plan. <ul style="list-style-type: none"> <li>○ Mr. Ray Nicholas motioned to approve the changes to the language of the Plan of Client Care, Violence Prevention Plan, Performance Improvement Plan and Strategic Plan, seconded by Ms. Lynne Farlough, motion carried.</li> </ul> </li> </ul>
Clinical Services	<p><u>Clinical Services</u>: Misty Hebert</p> <ul style="list-style-type: none"> <li>• <u>Accountability Plan (AP) Monitoring for Behavioral Health</u>: Ms. Hebert discussed the Accountability Plan (AP) Monitoring for Behavioral Health was yesterday and today. OBH comes out twice a year to monitor compliance with the SAPT Block Grant and Mental Health Block Grant. They review policies, 3 – 5 cases at each site and they interview a few SCLHSA clients. Ms. Hebert reported SCLHSA has received an overall 100% for all clinics. Ms. Hebert also reported the PATH (Projects for Assistance in Transition from Homelessness) Audit was also this week and the PATH Program received a 100% as well.</li> <li>• <u>Substance Abuse Prevention and Treatment Black Grant (SAPT) Compliance Ambassador Training</u>: Ms. Hebert discussed the upcoming SAPT Training. Ms. Hebert, Ms. Gibbens, Ms. Daigle and Ms. Ring will be participating in a "Train the Trainer" Program next Monday and Tuesday.</li> </ul>

Developmental Disabilities	<p><u>Developmental Disabilities</u>: 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. There are 280 in IFS, 139 enrolled in FFF, and 42 Crisis.</li> <li>• <u>Developmental Disability Program Updates</u>: Mr. Cagle gave an update on Developmental Disability Programs. DD recently held a Training with Support Coordination Agencies in the Region. The biggest issues they are having is getting CPOC's revised and approved timely. The Training was well received. Mr. Cagle also gave an update of the ACT 421 Program. A training was held on November 30 on the Level of Care Assessment Tool. Mr. Cagle feels a Training on the process is needed before the implementation date of January 1, 2022.</li> </ul>
Views and Comments by the Public	<p>Mr. Charles Michel of BLFHF was in attendance. Mr. Michel inquired as to how many staff members SCLHSA would have to be let go if the Vaccine Mandate was in enforced today for LGE's. Ms. Schilling advised about 25% of staff. Mr. Michel also inquired about the dates of the upcoming LDH Roadshow. Ms. Schilling advised once a date has been scheduled, we will put the information out to all of our providers and it will be posted on SCLHSA website and social media to inform the public. Mr. Michel also discussed he did ride by Regal Row to observe the Board Meeting Agenda posting on the front door, however he suggested the Board Meeting notice should also be posted on SCLHSA's website.</p>
Old Business	
New Business: Executive Director Annual Evaluation	<p>Executive Session – Executive Director Evaluation Process and Job Description Review, Ms. Macy Comeaux, HR Director.</p> <ul style="list-style-type: none"> <li>○ Mr. Ray Nicholas motioned to go into Executive Session at 6:53 pm, seconded by Ms. Barbra Fuselier, motion carried.</li> <li>○ Mr. Ray Nicholas motioned to go back into Regular Session at 7:21 pm, seconded by Ms. Barbra Fuselier, motion carried.</li> </ul>
Consideration of Other Matters	<ul style="list-style-type: none"> <li>• <u>Board Meeting Schedule</u>: Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, January 13, 2021 @ 6:00pm at SCLHSA Administration Office.</li> </ul>
Adjournment	<p>Motion to adjourn by Mr. Ray Nicholas, seconded by Ms. Lynne Farlough, motion carried. Meeting adjourned at 7:25 pm.</p>