

**South Central Louisiana Human Services Authority  
Board Meeting Minutes  
January 14, 2021**

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

**Members Absent:**

**Guest in attendance:** Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), (Stephanie Benton (Secretary)), and Macy Richard (HR Director)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:02 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	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the December 3, 2020 meeting were reviewed. Mr. Ray Nicholas motioned to approve the minutes of the December 3, 2020 Board Meeting, seconded by Ms. Cheryl Richoux, motion carried and minutes were approved.
Board Issues	<u>Board Vacancy:</u> Ms. Schilling discussed St. Mary Parish did find a Behavioral Health professional to fill the seat; however, she does not meet compliance. We are waiting for the paperwork at this time. Ms. Schilling also reported Terrebonne Parish did find someone in the DA's office although they are not able to serve. Ms. Schilling has also contacted past Board Member, Ms. Alisa Dunklin, who will assist in finding a replacement in St. James Parish. We will continue to advertise in both Terrebonne Parish and St. James. Parish.
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <li>• <u>Civil Service Annual Audit - 98:</u> Ms. Schilling reported SCLSHA scored a 98 on the recent Civil Service Audit. We will share the Final Report once received.</li> <li>• <u>LDH-OBH Accountability Plan Audit – 4 x 100!:</u> Ms. Schilling reported the LDH-OBH Accountability Plan Audit results were at 100% for all four SCLHSA clinic sites. Ms. Schilling also discussed that today we received the Final Report for the CARF Survey. As previously discussed in the Board Meeting, SCLHSA received no recommendations. Only 3% of CARF Surveys nationwide have similar results. Ms. Schilling will share the full report at the next Board Meeting.</li> <li>• <u>Regal Row Roofing Project Update:</u> Ms. Schilling reported the Regal Row Roofing Project is ending. The Exit Conference should be sometime next week.</li> <li>• <u>COVID-19 Vaccination Process:</u> SCLHSA has recently been approved to receive COVID-19 vaccinations for staff. We should have information next week on when we can expect the delivery of the vaccinations. Our Pharmacy is linked and staff are training for this process.</li> <li>• <u>LSU/SCLHSA Nurse Practitioner Training Grant:</u> Ms. Schilling reviewed a letter and budget regarding the LSU/SCLHSA Nurse Practitioner Grant to train Nurse Practitioners. We are the only LGE in the state they are partnering with at the present time. Ms. Schilling will update the Board on any new information for this project.</li> <li>• <u>St. Charles Parish Information Request:</u> Ms. Schilling reviewed a letter received from the St. Charles Parish President requesting information on persons served in their Parish. Recently, there have been changes with the Mobile Unit and Boutte Outreach Program in St. Charles Parish due to Budget cuts. Ms. Schilling, Mr. Bryan Zeringue and Ms. Barbra Fuselier will be meeting with the St. Charles Parish President on January 20, 2021. Ms. Schilling will share information at the next Board Meeting on the outcome of that meeting.</li> </ul>

Executive Director Report (cont'd)	<ul style="list-style-type: none"> <li>• <u>SCLHSA 2<sup>nd</sup> Quarter Contract Expenditure Update</u>: Ms. Schilling discussed the recent meetings held with Contract Monitors to keep track of funding and review that the guidelines set forth in contracts are being followed. Ms. Schilling also reported that they will meet on Social Service Contracts in the next couple of weeks.</li> <li>• <u>Proposed Budget Reduction Scenario for 7/21</u>: Ms. Schilling reviewed the Proposed Budget Reduction Scenario for 7/2021 (FY22). The recent SGF reduction totals \$1,143,068. We have received no new information since being notified of the reduction.</li> </ul>
Financial Report	<p><u>Financial Report</u>: Janelle Folsie</p> <ul style="list-style-type: none"> <li>• <u>Monthly Budget Summary (November)</u>: Ms. Folsie reviewed the FY 20-21 Budget Analysis for November as of 11/30/2020, including projected revenues/expenditures and the Legislative Appropriated Budget.</li> <li>• <u>Revenue Report (November)</u>: Ms. Folsie reviewed the FY20-21 Revenue Report for November as of 11/30/2020, reflecting collections including recoupments/write-offs/adjustments as of 11/30/2020. <ul style="list-style-type: none"> <li>○ Ms. Lynne Farlough motioned to approve the FY 20-21 November Budget Analysis as of 11/30/2020, seconded by Ms. Cheryl Richoux.</li> <li>○ Mr. Ray Nicholas motioned to approve the FY20-21 Revenue Report for November as of 11/30/2020, seconded by Mr. Ron Dantin, motion carried.</li> </ul> </li> </ul>
Operational Report	<p><u>Operational Report</u>: Lisa Schilling for Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>2<sup>nd</sup> Quarter Top Diagnosis</u>: Ms. Schilling reviewed the 2<sup>nd</sup> Quarter Top Diagnosis to include Mental Health, Substance Abuse and Primary Care. Ms. Schilling also reviewed the Developmental Disabilities Top Medical Diagnoses and Psychological Diagnosis.</li> <li>• <u>COVID-19 Data to Date (Patient and Staff)</u>: Ms. Schilling reviewed the COVID-19 Data to Date (7/01/2020 - 1/04/2021) for Patients and Staff. Patient Positive Screens at Entry total 43 and Notifications of Positive COVID-9 Test Results total 38. The Number of Positive Employees total 14, and Episodes of Exposures total 55.</li> </ul>
Old Business	None Noted
New Business	<p><u>Executive Session</u> – Executive Director Evaluation Process, Ms. Macy Richard – SCLHSA Human Resources Director</p> <ul style="list-style-type: none"> <li>○ Mr. Ray Nicholas motioned to go into Executive Session at 6:52 pm, seconded by Ms. Lynne Farlough, motion carried.</li> <li>○ Mr. Ray Nicholas motioned to go back into Regular Session at 7:09 pm, seconded by Ms. Barbra Fuselier, motion carried.</li> </ul>
Views and Comments by the Public	None Noted
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, February 11, 2021, @ 6:00pm, SCLHSA Administration Office.</li> </ul>
Adjournment	Motion to adjourn by Mr. Ray Nicholas, seconded by Ms. Barbra Fuselier, motion carried. Meeting adjourned at 7:1 pm.