

**Capital Area Human Services District Board Meeting – via ZOOM  
March 1, 2021**

**Directors Present:** Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Kathy D’Albor; Dwayne Bailey; Amy Betts; Virginia Pearson; Rachael Wilkinson; Laverne Aguillard; Toddie Milstead; Rikki Permenter, PhD; Stephanie Webb and Mary Winfield

**Directors Absent:** Vickie King; Genny Nadler Thomas; and Edward Songy, Jr.

**CAHSD Staff:** Janzlean Laughinghouse, PhD, LCSW-BACS, LAC; Shaketha Carter; John Nosacka; Hagga Johnson; Karen Bray

**Guests:** Angela deGravelles and Rusty Jabour

	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the March 1, 2021 Consent Agenda and Approval of February 1, 2021 Notes and January 11, 2021 Minutes.	Ms. Hobdy	<p>Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:20 p.m. Roll was called and a quorum was present.</p> <p>Ms. Hobdy asked for revision to the agenda as follows:</p> <ul style="list-style-type: none"> <li>➤ March Policy Review Assignment: Global Board – Executive Director Linkage – Ms. V. King</li> <li>➤ April Policy Review Assignment: Unity of Control - TBA</li> </ul> <p>Ms. A. Betts a motion to approve the revised March 1, 2021 Consent Agenda. Ms. S. Webb seconded the motion.</p> <p>Mr. Sawyer made a motion to approve the February 1, 2021 notes and January 11, 2021 Minutes. Ms. D’Albor seconded the motion.</p>	<p>There were no objections and the motions passed.</p> <p>There were no objections and the motions passed.</p>
Public Comment	Ms. Hobdy	There was no public comment made via the email address designated for submitting comments nor through the Zoom meeting chat.	There was no public comment.
Communications	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Faith-based Forum Update – The forum was well executed, well attended and received. People are requesting the forum tool-kit. Ms. Hobdy complimented the forum preparation and materials.</li> <li>• CAHSD has been asked to provide assistance to LDH to coordinate a forum around the topic of vaccinations.</li> <li>• Recent Weather Related Clinic Closures – All CAHSD operations were closed on February 15<sup>th</sup> and 17<sup>th</sup> (due to weather) and on February 16<sup>th</sup> (due to Mardi Gras holiday &amp; weather). Dr. Laughinghouse explained that CAHSD follows suit behind state office closures because they may have access to information that we aren’t privy to. In his role as Director of Emergency Preparedness, J. Nosacka provides information on weather and DOTD road closures as well. CAHSD covers a seven-parish region and our employees live</li> </ul>	

		all over in this area so we typically wait to see the notices released by the Commission relating to parish closures and if the Governor's office is closing state offices, we follow suit.	
CAHSD COVID-19 Vaccinations Update	Dr. Laughinghouse J. Nosacka	<ul style="list-style-type: none"> <li>• J. Nosacka provided a brief status update re: the vaccination clinics: <ul style="list-style-type: none"> <li>➤ The Genoa pharmacist does not believe she can maintain the amount/number of vaccinations that she has been giving. She agreed to provide the service for CAHSD staff but doesn't think she will be able to do a vaccination clinic for the thousands of CAHSD clients. The plan was for all CAHSD staff to have the opportunity to be vaccinated. We are looking at other possible options for our clients.</li> <li>➤ Out of 250 CAHSD employees, 155 have received the vaccination or are waiting to be vaccinated, which is better than the average number. Once all second vaccinations have been completed, another round of first vaccinations will begin. CAHSD is encouraging employees to be vaccinated. Some aren't saying no, but are saying not right now. The Genoa pharmacist is willing to continue vaccinating CAHSD staff, just not the clients.</li> <li>➤ Johnson and Johnson Vaccine – We are waiting to find out if CAHSD will be able to get the Johnson and Johnson vaccine and how widely available the vaccine will be to the states.</li> </ul> </li> <li>• There was Board discussion on the possibility of getting the vaccine out to CAHSD clients on a large scale. J. Nosacka explained some of the barriers associated with that type of endeavor. Case management being a major component needed to facilitate that group of clients. He said there's not a simple answer right now. The vaccination clinics take a lot of effort.</li> <li>• Ms. R. Wilkinson said one option to explore is reaching out to the Ascension Parish Health Unit and to other parish health units. She provided detail on staffing needs for the vaccination clinics.</li> <li>• Dr. Laughinghouse and J. Nosacka have been in contact with Dr. Marcelle with the Louisiana Office of Public Health.</li> </ul>	
Donaldsonville Mental Health	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Donaldsonville Mental Health - There are certain initiatives that we want to undertake based on the needs in Donaldsonville. There was a Donaldsonville Strategic Plan in 2018. Don't know what stalled it. At this time, we want to move forward with that plan. Mr. Bailey is an advocate to move forward with the plan and we are working with Stephen Aguillard, CAHSD Mental Health Director and Laurence Conkerton, Ascension Behavioral Health Facility Manager. CAHSD serves both sides of Ascension parish. The plan is to get addiction services there as quickly as possible using existing staff working</li> </ul>	

		<p>within the restrictions of the CAHSD budget due to the financial crunch ending in FY21 and going into FY22, on July 1. We want to make sure the residents are aware of the services we provide in that area.</p> <ul style="list-style-type: none"> <li>• Mr. Bailey provided information regarding upcoming changes to the area including: <ul style="list-style-type: none"> <li>➤ Restoration in the Donaldsonville downtown area</li> <li>➤ Funding of a childhood development center and refurbishment of the old National Guard Armory building to house the center.</li> <li>➤ A \$14 million wellness center will be built in Donaldsonville</li> </ul> </li> <li>• Mr. Bailey and a parish counselor are planning a meeting with Tulane University to gather information on their successful Violence Prevention Impact Program for youth dealing with handgun trauma which was first tried in New Orleans. The goal is to tailor this program for the Donaldsonville area. He explained that Donaldsonville has a small landmass with approximately 8K people who have attended the same schools and are familiar with each other. Every 3<sup>rd</sup> person they meet is probably related to them. And while doing the shootings and homicides, they are actually killing people blood related to them. His goal is to get the experts with the Tulane Violence Prevention initiative to get involved and, with CAHSD’s help, bring some primary prevention strategically based programs to the area and study outcomes.</li> <li>• Dr. Laughinghouse encouraged Board members to reach out directly to her if there are needs in their parish that CAHSD isn’t aware of. CAHSD wants to make an impact as the regional authority for Mental Health, Addiction Recovery, Developmental Disabilities and Prevention Services.</li> </ul>	
Legislative Audit	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Dr. Laughinghouse reported that the CAHSD Legislative Audit has just begun and is being conducted remotely until April. H. Johnson is receiving emails several times a day. They are checking CAHSD finances and if we have controls and checks and balances in place to make sure there has been no malfeasance or impropriety. H. Johnson is heading the CAHSD team interacting with the auditors. The CAHSD team includes K. Muzik, Business Operations dealing with SGR, S. Carter, Deputy Director and the executive team member over financial issues. There are accountants working under H. Johnson’s supervision.</li> </ul>	
Electronic Health Record Update	Dr. Laughinghouse J. Nosacka	<ul style="list-style-type: none"> <li>• Dr. Laughinghouse reported that CAHSD is getting ready to kick off the EHR implementation this month with three days of training. J. Nosacka provided the following information: <ul style="list-style-type: none"> <li>➤ EHR company selected is Qualifax CareLogic. Project team</li> </ul> </li> </ul>	

		<p>leaders are: J. Nosacka and K. Muzik, Business Operations Director. They have been working with the business implementation team. We will have kick off meetings with some of the facility clinic managers and those who were on the selection committee. He provided information regarding the content of the upcoming meetings which will be at a higher-level system overview and the implementation process.</p> <p>➤ J. Nosacka stated this EHR implementation is big project and explained the difference in this project and the last EHR implementation. Our current system is an “off the shelf” product and Qualifax CareLogic is being built from the ground up with all the needed interfaces. We are looking forward to having much better reporting and a faster system. The new system is cloud based and accessed through the browser. They will start paying a financial penalty for anything less than 99.7% up time. At .3% of downtime, they have to start reimbursing us. We don’t have that agreement with our current system.</p>	
Self-Generated Revenue (SGR) January 2021	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• SGR January 2021 report is not available for this meeting due to the combination of the February office closures and the beginning of the legislative audit. The report will be available for the April Board meeting.</li> </ul>	
Board Membership	Dr. Laughinghouse K. Bray	<ul style="list-style-type: none"> <li>• There is no activity to report for the WF vacancy.</li> <li>• Ms. K. D’Albor’s reappointment paperwork for Iberville was finalized per Boards &amp; Commissions.</li> <li>• Ms. G. Hobdy’s request for reappointment – there is an EBR Council meeting on March 10<sup>th</sup> but the agenda isn’t finalized yet. CAHSD is to receive a call or an email to be advised if Ms. Hobdy’s reappointment request will be included on that meeting agenda.</li> <li>• Ms. L. Aguillard’s request for reappointment will be on the March 9<sup>th</sup> PC Parish Council Agenda along with the other CAHSD vacancy. No activity is expected for that vacancy.</li> </ul>	
<b>Report from Chairman</b>			
<b>Governance Policy Review by Direct Inspection/Board Business</b>			
Treatment of Staff  Chairperson’s Role	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>• Board members reviewed the following policies included in their Board meeting policy packet: <ul style="list-style-type: none"> <li>○ Treatment of Staff</li> <li>○ Chairperson’s Role</li> </ul> </li> <li>• There were no recommendations to revise the policies. Mr. D. Bailey made a motion to approve the policies without changes. Ms. A. Betts seconded the motion.</li> </ul>	There were no objections and the motion passed.

Retreat/Board Development	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Ms. Hobdy explained that Dr. Laughinghouse would be communicating with the Board about a date to participate in a session and understand the culture changes that are happening and what those efforts are. A lot of consideration has been given and seems like an appropriate time with moves into new facility locations and dealing with so many changes. It's a good time to study the culture and get everyone on board.</li> </ul>	
March 2021 Policy Review Assignment	Vickie King	<ul style="list-style-type: none"> <li>March Policy Review Assignment: Global Board – Executive Director Linkage – Ms. V. King submitted a written statement that she reviewed the policy and does not recommend any changes. No action is required.</li> </ul>	
April 2021 Policy Review Assignment	Ms. Gerri Hobdy	<ul style="list-style-type: none"> <li>April Policy Review Assignment: Unity of Control – Rikki Permenter, PhD., No action is required.</li> </ul>	
Adjournment/Next Meeting	Ms. G. Hobdy	<p>Ms. Hobdy proposed moving the next Board meeting from April 5<sup>th</sup> to April 12<sup>th</sup> due to the long holiday weekend. There were no objections. The next Board meeting is on April 12, 2021, at 1:00 p.m. Meeting location or online access information will be provided when determined. Mr. T. Sawyer made a motion to adjourn the meeting. Ms. R. Wilkinson seconded the motion. The meeting was adjourned.</p>	There were no objections and the motions passed.