

**Capital Area Human Services District Board Meeting
December 4, 2017**

Directors Present: Amy Betts, Chair; Thomas Sawyer, Vice Chair; Laverne Aguillard; Christy Burnett; Kathy D’Albor; Dana Carpenter, PhD; Gerri Hobdy; Gail Hurst; Becky Katz; Vickie King; Stacey Morales; and Virginia Pearson

Directors Absent: Rev. Louis Askins and Gary Spillman

Executive Staff Member(s) Present: Jan Kasofsky, PhD, Executive Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the December 4, 2017 Consent Agenda and Approval of the Minutes for September 11, 2017 and No	Ms. Betts	Ms. Betts, Chair, called the meeting to order at approximately 3:00 p.m. A quorum was present. Items requiring action from the November 6, 2017 Consent Agenda/the Reports from the Chairman section were added to the December Reports from the Chairman section. A motion was made by Mr. Sawyer to move action items from the Reports from the Chairman section to the Consent Agenda and approve as is with no changes. Ms. D’Albor seconded the motion.	There were no objections and the motion passed.
Public Comment		There was no public comment.	
Communications	Dr. Kasofsky	Dr. Kasofsky reported the following: <ul style="list-style-type: none"> • Her presentation to the Casey Family Program Foundation Board included: 1) How the opioid epidemic has impacted women and children and 2) How the floods of 2016 impacted the community. • The next BH Collaborative is scheduled for December 8th. Scheduled speakers are William “Dore” Binder, MD with Woman’s Hospital whose expertise is OB. His topics are Neonatal Abstinence Syndrome treatment and treatment of mothers. William “Beau” Clark, MD will present on different laws that went into effect nationally/in Louisiana and how they are impacting people’s access to opioids and prescribing practices. V. Gettys, CAHS Prevention Director, will provide an update on the grant received for opioid abuse by women and girls. Jan Laughinghouse, PhD will talk about the grant on developing more advocacy around substance abuse. • There was discussion regarding The Advocate article re: Baton Rouge Families/Opioids that included comments from Dr. Kasofsky. There was discussion regarding Parents of Loved Ones, an organization that was created by a mother whose son died due to an opioid overdose. The organization is for parents of loved ones who have an opioid/drug addiction or have passed away because of an opiates/drug overdose. 	
Reality House		<ul style="list-style-type: none"> • Dr. Kasofsky explained that Reality House has been a contractor of CAHS for a long time and serves women who have had substance 	

		<p>abuse problems and may have children. Their main focus is on reuniting families. The women can stay for one year and can bring 3 children with them if less than thirteen years old. The State applied for/received a grant specifically for women who have children and are opioid dependent. They have permission to provide methadone onsite and provide in an intensive outpatient treatment program. CAHS will be monitoring the contract.</p>	
Bridge Center Board	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky is now on the Bridge Center Board. They meet every third month. At their recent meeting, Dr. Kasofsky provided an overview of a company called RHD that provides mobile crisis services in New Orleans and Jefferson Parish. Dr. Kasofsky recommends bringing this company into EBR Parish since we don't have a stabilization facility available. This would enable a person who doesn't need to go to an ER, an opportunity to be stabilized outside of a facility. This service could be provided as soon as the company comes in as opposed to waiting for a facility to be built. The Board seemed interested. 	
AOT Planning	Dr. Kasofsky	<ul style="list-style-type: none"> • A second follow up meeting was held on Assisted Outpatient Treatment (AOT) based on the meeting on November 2. A decision was made that an actual team is needed to do this. Janet Hayes, organizer of the AOT meeting, provided the handouts that explain AOT. • Dr. Post, CAHSD Forensic Psychiatrist, and John Nosacka, LCSW, MSHCM, over Emergency Preparedness, attended a SAMHSA DC training. Dr. Kasofsky has agreed to allow CAHSD to oversee and function as the liaison to the court. CAHSD would be the conduit to move forward on soliciting the court whether a person is in Ochsner, Lane, OLOL, or BRG. In follow-up to this, a judge is needed. CAHSD is scheduled to meet with Judge Johnson next week. 	
Discussions with Woman's Hospital	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky with CAHSD staff, Karla Muzik, Stephen Aguillard, Dr. Udofa, and Vivian Gettys met with Terri Fontenot with Woman's Hospital today. • Woman's has a Board interested in identifying a specific goal to take on and are interviewing different people in the community about ideas. Dr. Kasofsky suggested that the focus be on prenatal substance abuse. CAHSD is to provide Woman's a one page document with information on this recommendation. Dr. Kasofsky provided a brief overview of the services provided at Woman's through the SBIRT Program. This program was discontinued. 	
Baton Rouge Clinic	Dr. Kasofsky	<ul style="list-style-type: none"> • The Baton Rouge Clinic and CAHSD are still working on resolving contract issues. CAHSD is ready to place one social worker and one social services counselor there. An additional social worker will be 	

		hired as needed.	
Self-Generated Revenue – October 2017	Dr. Kasofsky	<ul style="list-style-type: none"> Dr. Kasofsky provided an overview of the October 2017 Self-Generated Revenue report. 	
Playground Plan/Budget Review	Dr. Kasofsky Ms. Pearson	<ul style="list-style-type: none"> The 2014 budget for the playground as planned is \$25K and was put on hold for lack of funding. Ms. Pearson stated that during the Board member’s tour of the renovated CBHS Clinic, the members expressed enthusiasm and a desire to pursue making this playground a reality for the children. She shared some of the different funding opportunities that may be available. Dr. Kasofsky stated that the current needs are to have the area demolished and to install a rubberized surface, create a drain and install a fence. 	Dr. Kasofsky will meet with Dr. Meche and others involved initially to clean up the plan.
Ends Policy Year End Report	Dr. Kasofsky	<ul style="list-style-type: none"> Dr. Kasofsky provided an overview of the Ends Table with the Board members. She explained that this is a report to the Board on CAHSD’s years’ worth of work. In January/February 2018, key strategic activities for the agency will be highlighted and reported to the Board. 	
Board Membership Status	Dr. Kasofsky	<ul style="list-style-type: none"> Dr. Kasofsky reminded the members that the Board has three vacancies. Two in East Feliciana and one in West Feliciana. V. Pearson has been very helpful in identifying a person who may be interested in representing East Feliciana on the Board. There was brief discussion re: membership eligibility according to ACT 73. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Ends Statement TAB # 4 ACTION	Ms. Betts	<ul style="list-style-type: none"> Ends Statement Update (Attachment from 9/11/17) The statement will be revised to read “will be informed of available services” and change the reference from “DHH” to “LDH”. 	Added to Consent Agenda
Treatment of Staff Policy & Reports TAB # 5 ACTION	Ms. Betts	<ul style="list-style-type: none"> Treatment of Staff Policy & Reports: EEOC/Grievances/Lawsuits 	Added to Consent Agenda
Global Linkage Policy TAB # 6 ACTION	Ms. Betts	<ul style="list-style-type: none"> Global Linkage Policy 	Added to Consent Agenda
Unity of Control TAB # 7 ACTION	Ms. Betts	<ul style="list-style-type: none"> Unity of Control Policy 	Added to Consent Agenda
Accountability of ED TAB # 8 ACTION	Ms. Betts	<ul style="list-style-type: none"> Accountability of the Exec. Director Policy 	Added to Consent Agenda
Delegation to ED TAB # 9	Ms. Betts	<ul style="list-style-type: none"> Delegation to the Executive Director Policy 	Added to Consent Agenda

ACTION			
Monitoring ED Performance Policy TAB # 10 ACTION	Ms. Betts	<ul style="list-style-type: none"> Monitoring Executive Director Performance Policy (direct inspection) (Attachment, Supporting Reports to be Distributed Dec/January as package) 	Added to Consent Agenda
Distribution of ED's PE Form TAB #10 ACTION	Ms. Betts	<ul style="list-style-type: none"> Distribution of ED's Performance Evaluation Form (Attachment) Committee: Gerri Hobdy, Kathy D'Albor, Becky Katz and Amy Betts will meet at 2:00 pm on 1/8. 	Added to Consent Agenda
Policy Review	Ms. Katz	<ul style="list-style-type: none"> Policy Review: Accountability of the ED – Becky Katz reviewed and stated that the Board is in compliance. 	Added to Consent Agenda
ACT 73	Mr. Spillman	<ul style="list-style-type: none"> Due to Mr. Spillman's absence this topic will be on the next agenda. 	
Next Assignment	Ms. Betts	<ul style="list-style-type: none"> Next Policy Assignment: None 	
Next Meeting	Ms. Katz	The next Board meeting will be on January 8, 2018 @ 3:00 p.m. at CAHSD, 4618 Government Street, Baton Rouge, LA.	