

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
Zoom Meeting
Meeting ID: 833 7421 7811
Passcode: 794227

Monday, December 7, 2020

JPHSA Board Members in Attendance:

James Arey	Alan Carroll	Alex Redfearn
Robin Parker Brooks	Patricia Ehrle	Shawnta Gardener-Taylor
Bruce Galbraith		

JPHSA Board Members Absent:

Rashain Carriere-Williams

Staff in Attendance:

Lisa English Rhoden, Executive Director
Nicole Sullivan-Green, DDCS Director
Rosanna DiChiro Derbes, BHCS Director
Jon Paul Drouant, IT Support Supervisor
Tammy Valenti, CAA

Guests in Attendance:

Jim Fairchild, Auditor, Daigrepoint & Brian Accounting Firm

Ms. Gardener-Taylor called the meeting to order at 6:00 p.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda

Ms. Gardener-Taylor asked visitors and staff members in attendance to introduce themselves.

Ms. Gardener-Taylor asked for a motion to adopt the agenda as presented. Mr. Arey made a motion to approve the agenda as presented. Ms. Carriere-Williams seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Auditor's Report.

Mr. Fairchild introduced himself and stated he will be reporting on the financial audit results sent to the Board prior to the meeting. He reported on the financial statements and what components the auditors reviewed during the audit. A discussion followed. Mr. Fairchild closed by stating there were no findings or recommendations. Ms. Gardener-Taylor thanked Mr. Fairchild for his report.

4. Board Education

A. Executive Director Update – Ms. Rhoden reported as follows:

- Collaborative to Help the Homeless of Jefferson Parish – Dr. Rosanna DiChiro Derbes – Ms. Rhoden asked Dr. DiChiro Derbes to update the Board on the Collaborative to Help the Homeless. Dr. DiChiro Derbes presented on the status of the Collaborative formed with key elected officials to help the homeless population in Jefferson Parish. Ms. Rhoden added how we have strong participation from the Jefferson

Parish President and her staff along with Councilmembers and State Legislators both from the Senate and House of Representative. Dr. DiChiro Derbes reported on the goals and described the four workgroups within the Collaborative. She presented the demographics of those who are homeless and described the types of homelessness. A discussion followed. Dr. DiChiro Derbes closed with a story of how collaborating with other entities enabled JPHSA to help a homeless family get services needed and into a safe environment. Ms. Rhoden stated the next meeting will be held in January. She invited Board members and asked them to contact Ms. Valenti if they would like to participate.

- Developmental Disabilities Community Services State Accountability Plan Audit – Ms. Nicole Sullivan-Green reported to the Board on the DDCS State Accountability Plan Audit. She stated this annual audit is conducted by a review team from OCDD. Ms. Sullivan-Green informed the Board the review team covered performance indicators, the waiver program activities, Flexible Family Fund program, Preadmission Screening and Resident Review and Redetermination of DD eligibility. A discussion followed. Ms. Rhoden reported DDCS received outstanding results again this year. The Board congratulated Ms. Sullivan-Green and her staff on a great audit.

- JeffCare Logistics Call Center – Ms. Rhoden gave an overview of the Call Center operations and stated procedures are completed and training of staff members will launch in January. She reported they are waiting on delivery of the doors to the Call Center and the main entrance. She stated the doors should be in place in the next 2 – 3 weeks. A discussion followed.

- JPHSA Chief Financial Officer Position – Ms. Rhoden briefed the Board on the status of the Chief Financial Officer position. She stated Ms. Nicola separated from service and Mr. Brian Coogan, JPHSA’s Comptroller, is functioning as the Interim CFO. Ms. Rhoden stated Mr. Coogan is a CPA and has been working daily with her and will continue to do so. She asked Mr. Coogan to tell the Board about himself. A discussion followed. Ms. Rhoden then answered questions of the Board.

B. JeffCare Board Update – Ms. Ehrle gave a report on the JeffCare Board meeting held on November 17, 2020. She stated Ms. Shaw reported on the Finance sub-committee and PQI sub-committee as well as COVID-19 testing, Telehealth services, receivable/billing status and the behavioral health license. Ms. Ehrle reported Dr. Hauth reviewed the Quarterly Incident, Feedback, and Grievance reports. She stated several policies were reviewed and approved and all current JeffCare Board members have agreed to keep their current positions for another year. Ms. Ehrle stated recruitment continues to be a top priority for the Board.

In conclusion, she stated the Board will meet again on December 15, 2020.

C. Policy Governance Training – The Policy Governance training was deferred.

5. Required Approvals Agenda

A. November Minutes – Ms. Ehrle made a motion to approve the minutes as presented prior to the meeting. Ms. Redfearn seconded the motion. Passed unanimously.

6. Monitoring Executive Director Performance

A. Asset Protection Monitoring Report – Ms. Gardener-Taylor opened discussion on the Asset Protection policy monitoring report. Ms. Gardener-Taylor asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the interpretation of the policy as reasonable. Ms. Redfearn made a motion to accept the interpretation as reasonable for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Dr. Parker Brooks. Passed unanimously.

Ms. Gardener-Taylor asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the data provided as documentation of compliance with the Asset Protection policy. Ms. Ehrle made a motion to accept the data provided as documentation of compliance for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

Ms. Ehrle thanked Ms. Rhoden and stated she did an excellent job on the report and Ms. Redfearn commented the report was very comprehensive.

7. Monitoring Board Performance

A. Board Self-Evaluation – Ms. Ehrle volunteered to complete the Board self-evaluation.

B. Policy Review – Communication & Support to the Board Policy – Ms. Gardener-Taylor opened discussion on the Communication & Support to the Board policy. No changes were made to this policy.

C. 2021 Yearly Agenda – Ms. Valenti stated she and Mr. Arey drafted the 2021 Yearly Agenda. Mr. Arey reviewed the suggested changes and a discussion followed. A motion was made by Ms. Ehrle to adopt the 2021 Yearly Agenda as presented. Dr. Robin Parker Brooks seconded. Passed unanimously.

D. Recruitment – Ms. Valenti reported the open positions on the Board. She stated the Board now has openings in the Addictive Disorders, Professional position, Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, Developmental Disabilities, Advocacy and a Judiciary position. Ms. Valenti also stated she spoke with two prospective candidates, one for the Addictive Disorder, Professional position and one for the Developmental Disabilities, Professional position. She informed the Board the candidate for the Addictive Disorder position didn't live in Jefferson Parish, therefore, he didn't qualify and she has not heard back from the other candidate. A discussion followed.

E. Sexual Harassment and Ethics Trainings – Ms. Valenti reminded the Board to complete both trainings prior to December 31, 2020. She asked members to send their certificates to her for filing.

F. Conflict of Interest Forms – Ms. Valenti asked Board members to return the Conflict of Interest form if they have not already done so. She stated she would send an updated email with those who have not completed their form and annual trainings.

G. Behavioral Health Regional Advisory Council (BHRAC) – JPHSA Board Representative – Ms. Valenti informed the Board they needed a representative to serve on the BHRAC. A discussion followed. Ms. Rhoden stated the BHRAC meets quarterly at the East Jefferson site, but due to COVID is meeting virtually at this time. Ms. Ehrle made a motion for Bruce Galbraith to represent the JPHSA Board at the Behavioral Health Regional Advisory Council meetings. Mr. Arey seconded. Passed unanimously. Ms. Valenti stated she will contact Mike Martyn, BHRAC Chairman, to give him Mr. Galbraith's contact information so he will receive the meeting notices.

8. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, February 1, 2021, JPHSA East Jefferson Building, 3616 S. I-10 Service Rd., W, Second Floor Training Room. Metairie, LA, 6:00 p.m.

9. Adjournment

Ms. Ehrle made a motion to adjourn the meeting at 7:25 p.m. Mr. Arey seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson