

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
EAST JEFFERSON BOARD CONFERENCE ROOM
3616 S. I – 10 Service Road W., Second Floor
Metairie, Louisiana 70001

MINUTES

MONDAY, FEBRUARY 5, 2018

Authority Board Members in Attendance:

James Arey	Bruce Galbraith	Sal Scalia
Monica Baltodano-Dubey	Rose Gilbert	Mike Spinato
Rashain Carriere-Williams	Dede Lyman-Redfearn	Logan Williamson

Authority Board Members Absent:

Kevin Centanni	Paula LaCour
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Staff in Attendance:

Lisa English Rhoden, Executive Director
Julie Shaw, JeffCare Director
Rosanna DiChiro, BHCS Director
Melanie Williams-Sylvester, HR Director
Tammy Valenti, CAA

Guest in Attendance:

Mia Kacmarcik Sanders, Prospective Board Member

The meeting was called to order by Ms. Lyman-Redfearn at 6:03 p.m.

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

Ms. Lyman-Redfearn called for the introduction of guests in attendance. She then asked for a motion to accept the agenda as presented.

A motion was made by Mr. Spinato to adopt the agenda as presented. Seconded by Mr. Arey. Passed unanimously.

2. Public Comment.

None.

3. Approval of Minutes.

A motion was made by Mr. Spinato to accept the minutes as amended. Seconded by Ms. Baltodano-Dubey. Passed unanimously.

4. Required Approvals Agenda.

A) Treatment of Individuals Served Monitoring Report – Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Treatment of Individuals Served monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Lyman-Redfearn asked for a motion to accept the interpretation of the policy as reasonable. A motion was made by Mrs. Gilbert to accept the interpretation of the Treatment of Individuals Served monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

Ms. Lyman-Redfearn 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. Lyman-Redfearn asked for a motion to accept the data provided as documentation of compliance with the policy. A motion was made by Mr. Arey to accept the data provided for the Treatment of Individuals Served monitoring report as presented prior to the meeting. Seconded by Mr. Scalia. Passed unanimously.

B) Treatment of Staff Monitoring Report – Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Treatment of Staff monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Lyman-Redfearn asked for a motion to accept the interpretation of the policy as reasonable. A motion was made by Mrs. Gilbert to accept the interpretation of the Treatment of Staff monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

Ms. Lyman-Redfearn 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. Lyman-Redfearn asked for a motion to accept the data provided as documentation of compliance with the policy. A motion was made by Mr. Arey to accept the data provided for the Treatment of Staff monitoring report as presented prior to the meeting. Seconded by Mr. Scalia. Passed unanimously.

C) Financial Quarterly Report (Oct. – Dec.) – Ms. Lyman-Redfearn asked Board members if they had any questions regarding the report. Ms. Hemphill reviewed the report and answered questions of the Board. A motion was made by Mr. Scalia to accept the Financial Quarterly Report as received prior to the meeting. Seconded by Ms. Carriere-Williams. Passed unanimously.

5. Board Generated Agenda.

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

- Potential Impacts of the FY19 State Budget Cliff – Ms. Rhoden reported to the Board on potential impacts for FY19. She presented a handout on the fiscal cliff reductions. Ms. Rhoden reviewed and answered questions of the Board. A discussion followed.

- Second Quarter Payor Mix and Volume Stats – Ms. Rhoden reported JPHSA prepares a report every quarter to look at payor mix. She reviewed the report of the second quarter for the Board. A discussion followed.

- Elected Official Visits: Representative Billiot, Senator Conrad Appel, and Sheriff Joseph Lopinto – Ms. Rhoden reported she visited several elected officials over the past month. Ms. Rhoden shared information with the Board on these meetings and answered questions. A discussion followed.

- JPHSA Service Area JPGs – Ms. Rhoden stated JPHSA developed JPGs for each of the three service divisions so the Board would be able to easily share them in emails and as postings on social media. Ms. Rhoden passed around the JPGs for the Board to view. She asked the Board to please like JPHSA on Facebook.

Ms. Rhoden announced the following linkage opportunities:

The Jefferson Parish Annual Resource Fair will be held Saturday, February 24 from 10 a.m. – 2 p.m. at Clearview Mall, 4436 Veterans Memorial Boulevard, Metairie. Contact Nicole Sullivan-Green at 444-4241.

Behavioral Health Task Force will meet from 11 a.m. – 1 p.m. on Tuesday, March 13, at the Coroner's Office, 2018 8th Street, Harvey. Lunch is provided. Contact Rosanna DiChiro at 235-1122 for more information.

B) Policy Review – Cost of Governance – Ms. Lyman-Redfearn opened discussion regarding the Cost of Governance policy. A discussion followed. This policy was deferred and will be reviewed at a future meeting.

Attendance – Ms. Lyman-Redfearn opened discussion regarding the Attendance policy. The Board reviewed the policy with much discussion and will place on the agenda for approval at the next meeting.

Allocation of Resources ENDS – Ms. Lyman-Redfearn opened discussion regarding the Allocation of Resources ENDS policy. A discussion followed. There were no changes to this policy.

C) Board Orientation – Ms. Lyman-Redfearn reported the Workgroup met twice and has completed the second part of the orientation. She stated this is the governance section of the orientation. Ms. Lyman-Redfearn stated the orientation will be presented at the March meeting under Policy Governance Training on the agenda.

D) JeffCare Update – Rashain Carriere-Williams stated the Board is still recruiting for a member to fill a service recipient position on the Board. She also reported Ms. Shaw has posted an assistant position with fundraising experience. A discussion followed. Ms. Lyman-Redfearn suggested the Board have a JeffCare report every other month to allow time to focus on policy updates. The Board agreed.

E) Policy Governance Consultation Training – Retreat June 9, 2018 – Ms. Lyman-Redfearn reminded the Board the annual retreat will be held on June 9, 2018.

F) Annual Review of Executive Director Contract – Ms. Lyman-Redfearn opened discussion on the performance of the Executive Director. A discussion followed. A motion was made to authorize Ms. Lyman-Redfearn, Board Chairperson, to meet with the Executive Director

regarding her performance evaluation and compensation. Seconded by Mr. Arey. Passed unanimously.

G) Recruitment – Mrs. Gilbert reported she met with prospective Board member, Mia Sanders. She stated Ms. Sanders would be an asset to the JPHSA Board and recommended her to the Addictive Disorders, Professional position. A discussion followed. A motion was made by Mr. Scalia to give authority to Ms. Lyman-Redfearn, Board Chairperson, to send a letter on the Board's behalf asking the Jefferson Parish Council to appoint Ms. Mia Sanders to the Addictive Disorders, Professional position on the JPHSA Board. Seconded by Mrs. Gilbert. Passed unanimously.

H) Board Linkage Update – Ms. Rhoden handed out a couple of linkage opportunities for the Board earlier in the meeting.

Ms. Lyman-Redfearn stated she attended a meeting with JPHSA and Rep. Cameron Henry to discuss potential new programs and initiatives of JPHSA. Ms. Lyman-Redfearn stated the meeting was very positive and he is extremely supportive of JPHSA.

Mr. Spinato and Dr. Arey reported they attended the Behavioral Health Task Force meeting at the Coroner's Office on January 9, 2018.

I) Board Self-evaluation – Ms. Lyman-Redfearn asked for a volunteer to fill out the Board self-evaluation for the meeting. Ms. Baltodano-Dubey stated she would complete the self-evaluation form. Ms. Lyman-Redfearn thanked Ms. Baltodano-Dubey.

6. Announcements.

A) Board Generated Items – Ms. Lyman-Redfearn reported the Human Services Interagency Council meeting for Board Chair attendance is being held on Thursday, April 19, 2018 at 10:00 a.m. in Baton Rouge. All Board members are welcome to attend. She stated this is an opportunity for our Board to meet and network with other LGE Boards.

B) Next Board meeting – The next meeting will be held on **Monday, March 5, 2018 at 6:00 p.m., JPHSA East Jefferson Facility, 3616 S. I-10 Service Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

7. Adjournment.

The Board meeting was adjourned at 9:15 p.m. by a motion made by Mrs. Gilbert. Seconded by Ms. Carriere-Williams. Passed unanimously.



DEDE LYMAN-REDFEARN, JPHSA Chairperson