

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
ELMWOOD BOARD ROOM
1500 River Oaks Rd., W., Third Floor
Jefferson, Louisiana 70123

MINUTES

Monday, June 3, 2019

Authority Board Members in Attendance:

James Arey	Shawnta Gardener	Alex Redfearn
Patricia Ehrle	Rose Gilbert	Sal Scalia

Authority Board Members Absent:

Monica Baltodano-Dubey Rashain Carriere-Williams Bruce Galbraith

Staff in Attendance:

Lisa English Rhoden, Executive Director
Liz Riehl, CPS Director
Dan Mui, Compliance Officer, CPS Division
Tammy Valenti, CAA

Guest in Attendance:

Mrs. Gilbert called the meeting to order at 6:09 p.m.

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

Mrs. Gilbert asked staff members in attendance to introduce themselves.

Mrs. Gilbert asked for a motion to accept the agenda as presented.

Ms. Ehrle made a motion to adopt the agenda as presented. Seconded by Mr. Arey.

Passed unanimously.

2. Public Comment.
None.

3. Ownership Linkage.
There were no linkages last month.

4. Board Education.

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

- JeffCare 340B Pharmacy Program – Ms. Rhoden asked the Compliance Officer to report on this program for the Board. The Compliance Officer presented findings from a recent internal

audit of the 340B program, as well as required follow-up activities.

- Electronic Health Record – Ms. Rhoden reported Greenway is the company we use for our electronic health record software, Success. Ms. Rhoden stated Greenway announced the shutdown of Success and this has caused JPHSA to fast track a Request for Proposal (RFP) for a new electronic health record. She informed the Board the release of a RFP went out last week and bids are due by the end of July. A discussion followed.

- Legislative Update – Ms. Rhoden updated the Board on the status of HB105. She stated the Senate Finance Committee added amendments and passed the Bill to the Senate Floor. The Senate passed the Bill as received and sent it to the House Floor. The House rejected the Bill as presented; therefore, the House and Senate formed Conference Committees to work out the details and hopefully a compromise. A discussion followed. Ms. Rhoden stated the Legislature would close on Thursday, June 6 at 6 p.m.

- Time Capsule – Ms. Rhoden informed the Board JPHSA has purchased a Time Capsule for JPHSA's 30th Anniversary. Ms. Rhoden reported JPHSA would plan a ceremony to bury it at the Elmwood facility sometime this year and open in 2039. Ms. Rhoden stated the Esprit de Corps Committee sponsored a lunch for the 30th anniversary and asked staff members to write messages to place in the Time Capsule. Ms. Rhoden invited the Board to participate. A discussion followed.

- All Staff Meeting (8 a.m. Tuesday, July 23) – Ms. Rhoden invited the Board to the JPHSA All Staff meeting on Tuesday, July 23, 2019, 8 a.m. at the Jefferson Parish Health Unit Auditorium, 1855 Ames Blvd., Marrero, LA 70072. A discussion followed.

Ms. Rhoden reported there were no linkage opportunities at this time.

B. JeffCare Board Update – Mr. Scalia reported JeffCare would be having a fundraiser at a Baby Cakes game and passed out flyers. He asked the Board members to use the link on the flyer to purchase tickets so JeffCare would receive fifty percent of the ticket sales.

He stated the JeffCare Board has moved to quarterly Committee meetings instead of meeting on a monthly basis.

Mr. Scalia informed the Board on JeffCare's Board retreat stating it will be a training on the Policy Governance Model presented by Brown Dog Consulting. A discussion followed.

C. Policy Governance Training – Mrs. Gilbert asked a Board member to volunteer to fill out the self-evaluation form for this meeting. Mr. Arey stated he would complete the form.

D. Annual Retreat Planning – Mrs. Gilbert reported she and Ms. Carriere-Williams met with Ms. Wagner, JPHSA Public Information Director, to prepare a presentation on linking with elected officials and community partners. Mrs. Gilbert stated in addition to this presentation, the members of the executive management team are going to present their Annual Division Plans and give an update on the Strategic Plan. A discussion followed.

5. Required Approvals Agenda.

A. May Minutes – Mr. Arey made a motion to adopt the minutes as presented. Seconded by Ms. Redfearn. Passed unanimously.

B. Board Resolution - Grants – Ms. Ehrle made a motion for a Board Resolution authorizing the Executive Director to apply and/or accept grants not to exceed \$1,000,000.00, on behalf of JPHSA effective July 1, 2019 through June 30, 2020. Seconded by Ms. Gardener. Passed unanimously.

C. Board Resolution - Contracts – Ms. Gardener made a motion for a Board Resolution authorizing the Executive Director to enter into contracts not to exceed \$500,000.00, on behalf of JPHSA effective July 1, 2019 through June 30, 2020. Seconded by Mr. Arey. Passed unanimously.

D. Developmental Disabilities Regional Advisory Council (DDRAC) Nomination – Mrs. Gilbert opened discussion on the nomination of Ms. Melody Buel. After discussion, Ms. Redfearn made a motion to appoint Ms. Buel to the JPHSA DDRAC. Seconded by Mr. Scalia. Passed unanimously.

6. Monitoring Board Performance.

A. Board Self-evaluation – Mrs. Gilbert stated there would be no report on the Board's self-evaluation last month due to Ms. Carriere-Williams' absence.

B. Policy Review – Board Member's Code of Conduct – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. Mr. Arey made a motion to accept the changes as proposed. Seconded by Ms. Ehrle. Passed unanimously.

Board Committee Principles – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. There were no changes to this policy.

C. Recruitment - Mrs. Gilbert asked Ms. Valenti to report the open positions on the Board. Ms. Valenti stated the Board now has openings in the Addictive Disorders, Professional position, Developmental Disabilities, Professional position, and a Judiciary position. A discussion followed. Ms. Redfearn stated she might have someone who would be able to fill the Developmental Disabilities, Professional position. Ms. Gardener also stated she might have a potential member for the Developmental Disabilities, Professional position. Mrs. Gilbert asked members to reach out again to those who may be interested. Ms. Valenti stated she spoke to the Judiciary candidate and they will not be able to apply. Ms. Valenti stated she would contact another prospective member for this position and report at the next meeting. Mrs. Gilbert suggested placing open positions on the JPHSA Facebook page. A discussion followed.

7. Monitoring CEO Performance.

A. Communication & Support of the Board Monitoring Report – Mrs. Gilbert opened discussion on the Communication & Support of the Board Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Communication & Support of the Board monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the interpretation of the

policy as reasonable. Mr. Scalia made a motion to accept the interpretation of the Communication & Support of the Board monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

Mrs. Gilbert asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the data provided as documentation of compliance with the Communication & Support of the Board policy. Ms. Gardener made a motion to accept the data provided for the Communication & Support of the Board monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

B. Emergency Executive Director Succession Monitoring Report – Mrs. Gilbert opened discussion on the Emergency Executive Director Succession Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Emergency Executive Director Succession monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the interpretation of the policy as reasonable. Ms. Ehrle made a motion to accept the interpretation of the Emergency Executive Director Succession monitoring report as presented prior to the meeting. Seconded by Ms. Gardener. Passed unanimously.

Mrs. Gilbert asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the data provided as documentation of compliance with the Emergency Executive Director Succession policy. Mr. Scalia made a motion to accept the data provided for the Emergency Executive Director Succession monitoring report as presented prior to the meeting. Seconded by Ms. Gardener. Passed unanimously.

C. Board Resolution – Executive Director Performance Evaluation – Mrs. Gilbert reminded Board members of an earlier discussion on the Executive Director's performance. She stated this Board Resolution authorizes the Executive Director to receive a five percent increase. A discussion followed. Mr. Scalia made a motion to approve the Board Resolution granting the Executive Director a five percent increase. Seconded by Mr. Arey. Passed unanimously.

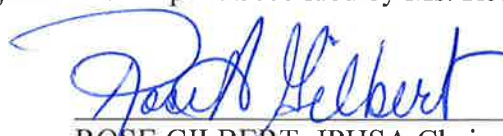
8. Announcements.

A. Board Generated Items – None.

B. Next Board meeting – **Saturday, August 3, 2019 at JPHSA's Elmwood Building, 1500 River Oaks Rd., W., Third Floor Conference Room, Jefferson, LA 70123 at 8:00 a.m.**

9. Adjournment.

Mr. Scalia made a motion to adjourn at 7:17 p.m. Seconded by Ms. Redfearn. Passed unanimously.



ROSE GILBERT, JPHSA Chairperson