

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
CONFERENCE ROOM
3300 W. ESPLANADE AVE., SUITE 213
METAIRIE, LOUISIANA 70002

MINUTES

MONDAY, NOVEMBER 7, 2011

Authority Board Members in Attendance:

Olga Bogran	Phil Cerninaro	John Neal
Bob Bradley	Louise Landry	LaCresiea Olivier
Kevin Centanni	Al Majeau	Nancy Pearson

Authority Board Members Absent:

Terry Hardouin

Staff in Attendance:

Mike Teague, Executive Director
Tammy Valenti, Chief of Staff
Marena Michel, Administrative Director
Lisa English Rhoden, Director of Management Services
Gay LeBlanc, Director of Programs
Teresa Jenkinson, Administrative Director
Stephanie Campo, Director of CSPDD

Guest in Attendance:

None.

The meeting was called to order by Ms. Pearson at 6:02 p.m.

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

Ms. Bogran made a motion to accept the agenda as presented. Ms. Landry seconded the motion. Passed unanimously.

2. Approval of Minutes.

Ms. Landry made a motion to accept the minutes as presented from the October 3, 2011 meeting. Seconded by Mr. Cerninaro. Passed unanimously.

Ms. Bogran made a motion to accept the minutes as presented from the October 19, 2011 meeting. Seconded by Ms. Landry. Passed unanimously.

3. Required Approvals Agenda.

A) Monitoring Report: Allocation of resources – ENDS Report – Mr. Teague briefly

summarized his report for the Board. No questions of the Board. Ms. Landry made a motion to accept the ENDS monitoring report as presented prior to the meeting. Seconded by Ms. Olivier. Passed unanimously.

B) FY2011 Budget – Quarter Ending September 30, 2011: Ms. Michel reviewed quarterly budget report sent to the Board prior to the meeting. A motion was made by Ms. Landry to accept FY2011 Budget – Quarter Ending September 30, 2011 as presented prior to the meeting. Seconded by Mr. Neal. Pass unanimously.

4. Board Generated Agenda.

A) Executive Director/Staff Update –

1) Mr. Teague stated the consolidation of East Bank facilities is moving forward. A discussion followed.

Mr. Teague attended meetings as follows:

- Presented at the District Attorney’s Jefferson Parish Alliance for Concerned Citizens Meeting;
- Completed budget review with DHH;
- Completed MOU review with DHH – signed MOU;
- Participated in Jefferson Parish Senior Expo;
- Had quarterly Meal with Mike – employees in attendance were Deanna Robichaux, Barbara Oliva, and Amanda Eyes ;
- Meeting with Mark Keiser, St. Charles Community Healthcare Center regarding School Based Mental Health Services;
- Finalized and signed Lease and Purchase Agreement for Eastbank Building;
- Met with Architect regarding the Eastbank Building;
- Continued discussion with Gjerset regarding leveraging of Parish funds;
- Attended Mental Health Task Force Meeting;
- Attended Child and Youth Planning Board Meeting;
- Attended monthly Human Services Interagency Council Meeting; and,
- Continued preparation work on COA Accreditation (Lisa will discuss).

2) Council on Accreditation Update - Ms. Rhoden handed out and reviewed a new timeline. A discussion followed. She reported the self study will be sent to COA on November 18, 2011, JPHSA will be notified on December 5, 2011 of the Peer Review Team that will be conducting the site visit at the end of January. She stated when COA is here at the end of January they will be interviewing the Board, most likely the Board Chair and Vice-Chair and may include other Board members as well. COA will focus on the Board Policies and community outreach activities (meet with community linkages, gather information, action taken, and follow-up back to community) by the Board. Ms. Rhoden suggested the Board familiarize themselves with and know where to find the JPHSA Behavioral Handbook, the Developmental Disabilities Handbook, the agencies Strategic Plan, and the Performance and Quality Improvement Plan. A

discussion followed.

Ms. Landry made a motion to thank staff through JPHSA's internal newsletter (HYH) for their endeavors in the Council on Accreditation process. Seconded by Ms. Bogran. Passed unanimously.

B) Board Linkage Update – Mr. Cerminaro reported that he has sent information regarding JPHSA to his business and community contacts. Over 800 emails were sent and over 150 were opened. Mr. Cerminaro handed out a copy of the email for Board members to read. He also stated of those who read the email, 11 went on to the JPHSA site for additional information. A discussion followed.

Mr. Centanni reported he participated in “Town Talk” on KTV (Kenner Television Access Channel), where he spoke about JPHSA and the services provided. He stated the show ran one day last week and will be on the air periodically through December and part of January.

Mr. Teague stated the Regional Advisory Boards for Behavioral Health, Developmental Disabilities, and the Jefferson Parish representative for the Addictive Disorder Commission will be attending the Executive Management Team meeting on November 30, 2011. The meeting will be held at the W. Esplanade Office.

C) Recruitment – Ms. Landry stated she contacted Ms. Valerie Perez who declined to move further in the selection process. Ms. Valenti stated two Addictive Disorder (AD) positions are available, one in AD, professional and one representing parents, consumers or advocacy groups. A Developmental Disabilities, professional position is also available. Ms. Olivier asked for three applications and will contact individuals that are interested in serving on the Board. Mr. Neal stated he had given out three applications and will follow-up on them for the next meeting.

D) Executive Director Search – Mr. Teague stated the Executive Director search will close on Wednesday, November 15, 2011. At that time the resumes will be rated and a meeting will be set up with the Executive Director Search Committee to review.

E) December Meeting – The December meeting of the Board of Directors will be held at 3300 W. Esplanade Ave., Metairie, LA, 6 p.m. A motion was made to have food provided at the December meeting. Seconded by Ms. Olivier. Passed unanimously.

5. Announcements.

A) Board Generated Items – None.

B) Next Board meeting – The next meeting will be held on **Monday, December 5, 2011**, at the JPHSA Office at 3300 W. Esplanade Ave., Metairie, LA 70002, **6:00 p.m.**

C) Agency-Wide Meeting – WJMC, Fonseca Auditorium, December 6, 2011, 8:30 a.m. – 10:30 a.m.

6. Public Comment.
None.

7. Adjournment.

The Board meeting was adjourned at 6:43 p.m. by a motion made by Mr. Centanni.
Seconded by Ms. Olivier. Passed unanimously.



NANCY L. PEARSON
JPHSA Chairperson