

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

MINUTES

Monday, October 1, 2018

Authority Board Members in Attendance:

Monica Baltodano-Dubey	Bruce Galbraith	Mike Spinato
Rashain Carriere-Williams	Rose Gilbert	Logan Williamson
Patricia Ehrle	Dede Lyman-Redfearn	

Authority Board Members Absent:

James Arey    Sal Scalia

Staff in Attendance:

Lisa English Rhoden, Executive Director  
Misty Clement, Fiscal Services  
Tammy Valenti, CAA

Guest in Attendance:

Alex Redfearn, Prospective Member  
Jennifer Holmes  
Amy Singer, Auditor, Martinez & Pinell  
Randy Martinez, Auditor, Martinez & Pinell

Mrs. Gilbert called the meeting to order at 6:04 p.m.

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

Mrs. Gilbert asked for visitors and staff members in attendance to introduce themselves.

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

Ms. Lyman-Redfearn made a motion to adopt the agenda as presented. Seconded by Mr. Williamson. Passed unanimously.

2. Public Comment.  
None.

3. Auditor's Report.

Ms. Singer reported on the financial audit results sent to the Board prior to the meeting. She reviewed the financial statement and what components the auditors reviewed during the audit. A discussion followed. Ms. Singer closed by stating there were no findings or

recommendations. Mrs. Gilbert thanked Ms. Singer for her report.

4. Ownership Linkage.

Mrs. Gilbert opened discussion regarding linkage opportunities for inviting guest to JPHSA Board meetings. After discussion, Ms. Lyman-Redfearn stated she would follow-up with Dr. Arey and Judge Lee in regards to the guest they were to contact. Ms. Lyman-Redfearn will report to the Board at the next meeting.

Mrs. Gilbert asked if any Board members had ownership linkages in September to report to the Board. There were no linkages to report.

5. Board Education.

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

- Jefferson Parish Millage CY19 Budget and Community Meetings – Ms. Rhoden reported on JPHSA’s Budget meeting with Parish officials. She stated the meeting went well and the Parish had no questions regarding the use of the Parish millage funds.

Ms. Rhoden stated well over a month now JPHSA staff and Parish officials have been meeting with business groups and civic associations around the Parish. Ms. Rhoden reported the purpose is to educate the community regarding millage renewals on the November 6, 2018 election ballot.

- U.S. Department of Justice, Civil Rights Division Consent Agreement – Ms. Rhoden updated the Board on the consent agreement and the role JPHSA will have. Ms. Rhoden stated DOJ believes JPHSA is the model program. A discussion followed. Ms. Rhoden informed the Board JPHSA would be meeting on Wednesday, October 3 with LDH, DOJ and a content expert. Ms. Lauren Athota will head the State’s response to the consent agreement. Ms. Rhoden stated My Choice Louisiana is the name of the State’s initiative.

- Medication Assisted Treatment Expansion Grant – Ms. Rhoden reported Ms. Wagner wrote the grant and JPHSA not only received the grant, but also was awarded additional funding. Ms. Rhoden informed the Board on the details of the grant. A discussion followed.

- Behavioral Health Diagnosis for Individuals with IDD Continuing Education Seminar – Ms. Rhoden reported the Office of Citizens with Developmental Disabilities would be offering an onsite training exclusively for JPHSA. She stated CEUs for Psychology, Nursing and Social Work degrees would be available. Any Board member interested should contact Ms. Rhoden.

Ms. Rhoden announced the following linkage opportunity:

The Down Syndrome Association of Greater New Orleans Buddy Walk, October 6, 2018, The Shrine on Airline, 6000 Airline Drive, Metairie, LA, 9:30 a.m. – 3 p.m. (walk at 11 a.m.)

Jutland Head Start Parent Meeting, 2:00 – 2:30 p.m., October 9, 2018, 1821 Jutland Drive, Harvey, LA. Please notify Lisa if you plan to attend.)

At this time, Ms. Rhoden spoke to the Board regarding Community Dialogues events. She stated she did not have staff resources to move forward with the Community Dialogues events this year and asked the Board if they would like to take the lead in organizing the event. A discussion followed. Mrs. Gilbert stated there are several linkage opportunities identified by the Board that are moving forward, so she suggested the Board revisit the community dialogues events at another time.

6. Required Approvals Agenda.

A. September Minutes – Mr. Spinato made a motion to accept the minutes as amended. Seconded by Ms. Lyman-Redfearn. Passed unanimously.

B. DDRAC Nomination – Mrs. Gilbert asked if Board members reviewed the application of Lauran Mayeaux for the DDRAC. A discussion followed. Ms. Lyman-Redfearn made a motion to appoint Ms. Mayeaux to the DDRAC. Seconded by Ms. Carriere-Williams. Passed unanimously.

7. Monitoring Board Performance.

A. Board Self-evaluation – Mrs. Gilbert asked if a Board member would fill out the Board self-evaluation form for this meeting. Ms. Carriere-Williams stated she would complete the self-evaluation form. Mrs. Gilbert thanked Ms. Carriere-Williams.

At this time, Mrs. Gilbert asked Mr. Williamson to fill out a Board orientation checklist form from when he met with Dr. Arey for Board documentation. Mr. Williamson stated he would complete the form at the end of the meeting. Mrs. Gilbert stated she and Ms. Lyman-Redfearn will meet with Ms. Ehrle for the second part of Board orientation prior to the next meeting.

B. Policy Review – Asset Protection – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. Ms. Carriere-Williams made a motion to revise the policy with changes as presented except to include number three with modifications and delete number five. Seconded by Ms. Lyman-Redfearn. Passed unanimously.

Compensation of Benefits – Mrs. Gilbert opened discussion on possible changes to the policy. She stated the recommendation is to delete the policy and combine with the Treatment of Staff policy. A discussion followed. Mr. Galbraith made a motion to delete the policy and make changes to the Treatment of Staff policy as recommended. Seconded by Ms. Baltodano-Dubey. Passed unanimously.

Treatment of Staff – Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. Mr. Spinato made a motion to accept the changes as presented and add benefits to the first line of the policy. Seconded by Ms. Lyman-Redfearn. Passed unanimously.

C. 2019 Yearly Agenda Planning – Ms. Lyman-Redfearn stated she would review the yearly agenda for updates and recommendations.

D. Recruitment - Mrs. Gilbert asked Ms. Valenti to report the open positions on the

Board. Ms. Valenti stated the Board now has an opening in the Addictive Disorders, Professional position and a Judiciary position. She also reported two Developmental Disabilities, Professional positions will open up in December 2018. A discussion followed. Mr. Spinato stated he would contact Judge Lee to set-up a meeting regarding Board membership.

E. Board Disclosure Statement – Ms. Valenti asked the Board to fill out the Board Disclosure Statement if they did not already do so.

F. Ethics and Sexual Harassment Training – Ms. Valenti reminded the Board to complete the Ethics and Sexual Harassment Training prior to the end of December 2018 and send their certificates to her for filing.

8. Announcements.

A. Board Generated Items.

Mr. Williamson stated the Chartwell Center held an open house and Ms. Sullivan-Green attended for JPHSA. He stated the staff at Chartwell were very pleased to meet her and hear about the services provided by JPHSA.

B. Next Board meeting – **Monday, November 5, 2018 at JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., Second Floor Board Room, Metairie, LA 70001 at 6:00 p.m.**

9. Adjournment.

Ms. Carriere-Williams made a motion to adjourn at 7:35 p.m. Seconded by Mr. Spinato. Passed unanimously.

  
ROSE GILBERT, JPHSA Chairperson