

**Metropolitan Human Services District   
Board of Directors Meeting  
September 24, 2021 | 12:30pm**

**Via Join Zoom Meeting:** <https://us06web.zoom.us/j/83044208541?pwd=SVdWYW5oKzl4NkhrOWI2L0ZxYUxOQT09>

Meeting ID: **830 4420 8541**; Passcode: **092421**

*MHSD fulfills its statutory role as the planning body for the behavioral health, addiction, and intellectual/developmental disability services for the residents of Orleans, Plaquemines and St. Bernard Parishes by ensuring that eligible residents in these parishes have access to person centered and recovery focused supports designed to optimize their role in the community.*

|  |
| --- |
| Minutes |

# Call to Order

## Meeting was called to order 12:36 p.m. by Vice Chair Mike Pechon and it was determined that a Quorum was present.

# Attendance

## A quorum was present consisting of, Michael Pechon, Dr. Ariel Lloyd, Mike Miller, Charlotte Parent, Leslie Prest, Dr. Sarintha Stricklin, Dr. Marcus A. Bachhuber, Dr. Cathy Lazarus, Stanley Simeon, Tenisha T. Stevens, Dr. Brian L. Turner, and B. Gerard Woodrich

## Absent from the meeting was Gary Mendoza.

## Other individuals in attendance were Rochelle Head-Dunham, MD, DFAPA, FASAM, MHSD Executive Director/Medical Director; Traci Brown, MHSD CFO; Steven Farber, MHSD Deputy Director; Karen Canales, Executive Staff Officer to MHSD Executive Director/Medical Director, Julie Olsen, Plaquemines Community CARE Centers Foundation, Inc.; Heather Jovanovich and Michelle Cunningham, Legislative Auditors, Duplantier, Hrapmann, Hogan & Maher, LLP.

# Approval of the June 25, 2021 Minutes

## Minutes were reviewed and approved by motion of Ms. Parent, seconded by Dr. Lloyd, all voted in favor.

# Monitoring Reports

## Monthly Dashboard

### Dr. Dunham reviewed the dashboard, telehealth, and utilization reports for the month of March and the past two Fiscal years to compare service utilization services at MHSD.

## Fiscal Report

## Vice Chair Pechon reviewed the Fiscal Report and the Legislative Auditors Report presented by the Certified Public Accountants from the firm Duplantier, Hrapmann, Hogan & Maher, LLP. Mr. Pechon extended a commendation to Ms. Brown from the Board due to no findings for FY21. The Legislative Auditors Report was approved by motion of Dr. Stricklin, seconded by Dr. Lloyd, all voted in favor.

## FY 22 Budget Approval

## CFO Traci Brown presented the FY22 Appropriated budget. The budget was reviewed and an increase in salaries and contracts to be offset by more robust billing and a decrease in travel was noted. The budget was approved by motion of Ms. Parent, seconded by Ms. Stevens, all voted in favor.

## Monthly Reports

## *July Reports*

## Deputy Director of Administration Steven Farber reviewed the following report for the month of July: Risk Management Audit FY21 with the board. The report was approved by motion of Mr. Miller, seconded by Ms. Prest, all voted in favor.

## Dr. Dunham reviewed the Ends 4th Quarter Report for FY21. Mr. Pechon addressed Sub End V which focuses on integration of services for co-occurring diagnoses of mental illness, substance use and intellectual/developmental disabilities by documenting an annual physical exam and routine lab work.

## Dr. Dunham reported employing 3 additional nurse practitioners (NP) who have experience in primary care as a FY22 strategy to improve results of Sub End V. She additionally reported on the completion of coverage for the 144 hrs. of psychiatric care that were lost due to retirement and staff turnover. The Ends report was approved by motion of Dr. Lloyd, seconded by Dr. Turner, all voted in favor.

## *August Reports*

## Mr. Farber presented the Annual Inspection of Architectural Plans, Physical Space and Intake Procedure to Confirm Compliance with Best Practices. He reported minimal damage at the clinics due to Hurricane Ida and noted that the natural gas generator at Central City where Genoa Pharmacy dispenses medications for our persons served, provided electricity so no medications were damaged, and services continued uninterrupted. MHSD is trying to replace the diesel generator at the Chartres Pontchartrain facility with a natural gas generator as well. Mr. Farber reported on the ability of reviewing the cameras remotely live and actively monitoring them to acquire a status on the buildings. The report was approved by motion of Ms. Parent, seconded by Mr. Miller, all voted in favor.

## Mr. Faber reported no new Contract & Commitments over $300k, RFPs and Contract Review Process since the last approval in June 2021 for FY22.

## Dr. Dunham presented the Report on Incidents for the 4th Quarter of FY21 and addressed a question by Dr. Lloyd. The Incident report was approved by motion of Dr. Lloyd, seconded by Ms. Prest, all voted in favor.

## *September Report*

## Dr. Dunham presented the Media Report for FY21 which information is embedded in the Ends report. She noted MHSD working with several agencies to promote Mental Health First Aid-MHFA and the newsletters sent to our partners list. Due to COVID, more television and social media have been used to promote MHSD and its services. The media report was approved by motion of Ms. Prest, seconded by Dr. Stricklin, all voted in favor.

1. Decision Information

## *Executive Director Authorization Renewal* – a renewal of Dr. Dunham’s authorization as appointed authority was approved by motion of Ms. Parent, seconded by Dr. Lloyd, all voted in favor. Steven will send to the Chairman for signature.

*Executive Director Evaluation* – a measure of the Ends report as Dr. Dunham’s Annual Evaluation for FY21 is certified as Satisfactory for her rating and approved by motion of Ms. Prest, seconded by Ms. Parent, all voted in favor.

The Board proposed to use the Ends report for FY22 and going forward as a tool to evaluate Dr. Dunham’s performance and approved by motion of Dr. Lloyd, seconded by Mr. Miller, all voted in favor.

#### Officer Elections– Ms. Parent will head the Subcommittee to inquire if the existing officers would like to be introduced as a continued slate for the next meeting.

#### Board Training - deferred for the next meeting

Dr. Dunham had 2 announcements:

IDD will be presenting for about 15 minutes in the October meeting as requested by the Board and each subject matter expert will take turns in presenting monthly.

Dr. Dunham will be absent due to a personal matter during October. Please contact the Executive Team for any questions.

# Consent Agenda.

## No consent agenda items were presented

# Self-evaluation: Board Performance Review

# Adjourn

## A motion to adjourn the meeting was made at 2:07 PM by Ms. Parent, seconded by Dr. Lloyd; all in favor, motion passed.