

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
June 24, 2016
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday June 24, 2016 at the District Office, located at 1010 Common Street, Suite 600, New Orleans, La. 70112. The meeting was called to order at 12:14 pm. Roll was taken and it was determined that a quorum was present.

Board members in attendance were: Dr. Joe Constans, Gary Mendoza, Charlotte Parent, Petrice Sams-Abiodun, Sarintha Stricklin, and Sylvi Tran. Absentment members were: Emily Clark and Cathy Lazarus.

Other individuals present were: MHSD, Rochelle Head-Dunham, MD Executive Director/Medical Director, Steven J. Farber Compliance Attorney, Dr. Brenda Edgerton-Webster Director of Communications, and Traci Brown Interim Chief Financial Officer, Kimberly Bourque Executive Assistant to Dr. Dunham, Eric Odom Mental Health Regional Director, Donna Francis Regional Director of Developmental Disabilities. Plaquemines Care: Julie Olsen.

A motion was made by Dr. Joe Constans to take agenda items out of order. The motion was seconded by Gary Mendoza

Approval of the April 29, 2016 Meeting Minutes

- Dr. Constans moved to approve the June 24, 2016 minutes. Ms. Tran seconded the motion and it passed unanimously.

Contracts for FY17 over \$300,000 needing approval from the Board

The Board was presented with a spreadsheet referencing MHSD Contract that exceed \$300,000, as well as a document explaining the justification/services of each contract. Eric Odom explained each contracts purpose. Dr. Constans asked questions regarding pricing of the services provided. Mr. Odom presented data from the providers from FY15, stating that currently the providers provide their own standards. Dr. Dunham spoke about the newly formed Quality Department at MHSD, and presented how this will contribute to contract management. We will have quarterly monitoring on contracts. Dr. Constans asked if under the reign we will still need contracts. Dr. Dunham responded that we will still need these contract, they provide care that MHSD cannot. Ms. Parent inquired when the contracts last RFP/RFI, and when we would be doing that process again. Mr. Farber stated we typically look at doing this, every 48 months. In future Board Meetings we will have a data report. Ms. Parent motioned to approve all contracts over \$300,00., Dr. Constans and Mr. Mendoza seconded the motion.

Approval of increase in legal contract for Attorney James Graham for FY16 and FY17 to represent MHSD person seeking services in legal matter pertaining to eligibility and behavioral health issues.

Mr. Farber started the discussion by explaining the purpose of the James Graham contract, and why we needed this contract to be approved. Mr. Graham currently represents about 10-12 clients, which has caused him to exceed his contracted amount. We are asking to increase his contract from \$25,000 to \$35,000, for both this year (FY16) and next (FY17). Motion to approve the James Graham contract for FY16 and FY17 by Ms. Tran, seconded by Ms. Sams-Abiodun.

Election of new Board of Director Officers for FY17

The committee created to appoint the new Officers suggested Gary Mendoza as Chair, Sylvie Tran as Vice-Chair and Sarintha Stricklin as Secretary. Motion to approved the new Officers by Ms. Sams-Abiodun and seconded by Dr. Constans.

Chair's Report

Chair had nothing further to report.

Executive Director's Report

We met to prepare the Strategic Plan in May, which has now been distributed to the Board Members. We will have quarterly meetings to review the plan. District moves are progressing according to plan. Algiers Clinic will have the greatest impact. We are moving the district in stages. MHSD is in the process of hiring some new positions. We have hired a new Quality Director, Dr. Kashunda Williams, who ran/instructed us on the Strategic Plan. We are also working to develop a Resource Coordination Team. LSU/Tulane will be working closely with our Children's Department; we are currently working with both University's to put more standards in place. LSU will be providing us with two Residences. IDD we will be working with LSU's Human Development Department on a nutrition program. Two of our current Doctors have offered to help teach in our clinics. Also, Dr. Webster is heading our service learning program. Dr. Webster spoke briefly about the new program. During the September/October time we will begin to provide 10 hours of Service in Plaquemines. We will have an RN spending 2 days in St. Bernard Parish. We are currently working on our CARF accreditation. We also submitted the SAMSHA Grant on June 1st.

Compliance Report – Treatment of Consumers-Incident Reports; Treatment of Staff

Mr. Farber reviewed the reports he submitted to the board. He explained that we will be doing internal audits regarding HIPAA. We will be conducting more frequent inspections. Dr. Dunham also spoke to raising employee morale.

Legislative Update

There are two bills we were watching closely at MHSD. The bill that would put Senator's on the board of one LGE was never passed. The other bill, that stated if there was a declared budgetary crisis, the board will vote with a 2/3 approval and secondary approval by DHH Secretary, to grant any merit or cost of living increase was signed and became effective on June 2, 2016.

Budget Update

Ms. Brown stated there was not further cuts for FY16. We are likely to spend about 98% of the funds. We should have auditor here in September. Currently we are looking at 20% cut for FY17. The Governor may possibly call a 3rd special session. The new budget has not dropped to us yet.

Other Business

Mr. Mendoza asked if we wanted to continue using the Carver Model. It was suggested that maybe we have someone come in and audit the board on its use of the Model.

Program Updates

Donna Francis, Regional Direct of Developmental Disabilities, reviewed her report and spoke about the working going on with our partners. She is currently working with Dr. Webster on a marketing plan.

Parish Updates

Ed Theriot has been named Interim Parish President for Plaquemines. The ARC of GNO is currently looking for an Executive Director.

Adjournment

Meeting was adjourned at 2:10pm.

Next meeting is scheduled for July 29, 2016 at 12:30pm.