

## Acadiana Area Human Services District-Board Meeting Minutes

## Tyler Mental Health Center

## April 28, 2014

<u>Members Present</u>: Georgie Blanchard (St. Martin Parish); Rob Eastin (Evangeline Parish); Janise Hardy (Vermilion Parish); Patricia LaBrosse (Governor Appointment/Lafayette Parish); Kay Marcel (Iberia Parish); Mary Neiheisel (Lafayette Parish); George Pourciau (Acadia Parish);

<u>Members Absent:</u> Claire Daly (Governor Appointment/Iberia Parish) – notified of absence; Amy Theobald (St. Landry Parish) – notified of absence

**Employees**: Brad Farmer, Executive Director; Richard Landry, DD Director;

Others: Matthew Rovira, Developmental Disabilities Regional Advisory Council, Chair;

Agenda Item	Discussion	Action
Call to Order		Call to order by Dr. Mary Neiheisel, Chair, at 6:15 p.m.
Roll Call	6 board members personally present.	
Quorum (5 needed)	$\frac{6}{7^{\text{th}}}$ board members personally present.	Secretary announced a Quorum present.
Approval of March 24, 2014, Minutes	Rob Eastin/George Pourciau moved/seconded approval of March minutes.	Motion passed unanimously.
Solicit Public Comment Requests	None	
Public Comments/Input	None	
Guest Speaker – Matthew Rovira, Chairperson, Developmental Disabilities Regional Advisory Council (DD/RAC)	Mr. Rovira provided information about the DD/RAC. State and regional councils were established by statute in 1994. DD/RACs receive information and provide input to regional DD agencies and human service districts/authorities. Membership must include at least 60 percent individuals with developmental disabilities and/or family members of individuals with developmental disabilities. Meetings are open to the	

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	public and are held quarterly at the Tyler Mental Health Center (10 a.m.; 1 <sup>st</sup> Wednesdays in March, June, September)	
	Top issues discussed at recent meetings included: 1) Medication administration in the self-direction program; 2) plans for managed care of long term supports and services.	
Agenda Calendar Items  a. Executive Limit i.Emergency ED Succession (pg. 12)	Members reviewed succession policy and the 2014-2015 plan presented by ED, Brad Farmer.	
	Georgie Blanchard/Janise Hardy moved/seconded to amend this and other policies to strike "Executive Committee" and replace with "the Board" where needed to comply with previously approved changes in Bylaws.	Motion passed unanimously.
	There was a question regarding how the Board ensures "cross training for staff" Brad Farmer responded through information he provides to the Board documented through agendas/minutes and topics covered during Board and staff orientations.	
	There was discussion about including stakeholders in this policy. Georgie Blanchard/Patricia LaBrosse moved that "stakeholders" be substituted for "supporters in 3. of the policy.	Motion passed unanimously.
	Kay Marcel/Patricia LaBrosse moved/seconded approval of the 2014- 2015 Succession Plan as submitted and signed by Brad Farmers.	Motion passed unanimously.
	Rob Eastin/Janise Hardy moved/seconded that the Board is in compliance with the Emergency ED Succession policy.	Motion passed unanimously.
b. Governance Process	The Board's policies, Bylaws, and	

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i.Board Committee Principles (pg. 23)	minutes of meetings provide documentation that the Board is following Committee Principles.  George Pourciau/Georgie Blanchard	
V. C . 1 . 1 D	moved/seconded that the Board is in compliance with this policy.	Motion passed unanimously.
Unfinished Business a. Community Foundation of Acadiana	A packet has been received from the Foundation. Brad Farmer will meet with our attorney before completing the packet.	
b. LGE Assessment	A letter has been received stating that the AAHSD has successfully completed Phase III requirements and is a 'fully' operating entity. Brad Farmer expressed appreciation to Jennifer Sonnier for organizing all the documentation available for the assessment team's review during their visit.	
c. Legislative Audit	Brad Farmer reported that the review is complete but receipt of the report is pending while audits of 4 districts/authorities are reviewed.	
Comments from Ex. Director	Issues during the legislative session are being monitored. Brad Farmer was asked to provide testimony and provided information on the AAHSD budget during a Finance Committee meeting on SB355 by Senator Fred Mills.	
	Brad Farmer reported that the CARF training held last Thursday was attended by 30-35 participants from all areas of the state. Comments were overwhelmingly positive. They will be tallied and sent to	

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	Board.  There was discussion about establishing an Escrow Account internal to the Department of Health and Hospitals with funds generated above AAHSD budget allocation.  Brad Farmer plans to attend the Behavioral Health State Advisory Council meeting in Baton Rouge on Monday.	
Comments from Chair	Mary Neiheisel asked Board members to be thinking of ways to generate funds to open and maintain an account at the Community Foundation of Acadiana and be prepared to share ideas at next meeting.  Ms. Neiheisel expressed her appreciation to Board members for their continued support and participation.	
Date and location of Next Meeting – discuss dates for May and June meetings	By consensus, the Board will NOT meet in May.	Date and Time: Monday, June 30, 2014, 6:15 p.m.  Location: Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA
Adjournment	Georgie Blanchard/Janise Hardy moved adjournment.	Meeting adjourned at 7:40 p.m
Submitted by Secretary		Kay Marcel Secretary, AAHSDB