Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

July 14, 2015 5:30 – 7:30 PM

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AGENDA

1. CALL TO ORDER

Doug Hebert called the meeting to order at 5:34 noting that a quorum was present.

1. ROLL CALL

Board members in attendance

a. Doug Hebert, Jr., appointed by Allen Parish

b. Clarence “Chris” Stewart, appointed by Governor Jindal

c. Gordon Propst, appointed by Calcasieu Parish

d. Aaron LeBoeuf, appointed by Governor Jindal

e. Patricia Farris, appointed by Beauregard Parish

f. David Palay, appointed by Governor Jindal

EXECUTIVE STAFF PRESENT

a. Tanya McGee, Executive Director

b. Paul Duguid, Chief Financial Officer

c. Nikki James, Executive Assistant

1. INTRODUCTION OF GUESTS

Doug Hebert welcomed guests and invited them to introduce themselves. See attached sign-in sheet.

1. APPROVAL OF MINUTES

Board members received June minutes prior to the meeting. June minutes were unanimously approved.

1. APPROVAL OF AGENDA

Doug Hebert entertained a motion to approve the July agenda. Chris Stewart motioned and Patricia Farris seconded. It was approved unanimously as written.

 VI. EXECUTIVE DIRECTOR REPORT

 a. Briscoe / Nepenthe Survey Update

Tanya informed the Board that the Asbestos and Lead Paint Surveys have been completed at Briscoe and Nepenthe. Briscoe had 2 positive readings for asbestos that were above one percent. Recommendation is as long as the area is not disturbed no abatement is needed. It is also recommended that a maintenance plan be created to ensure the area is not disturbed. Nepenthe had 18 positive readings for asbestos with higher levels up to 10 percent. Recommendation is the same as Briscoe with annual inspections. ImCal HSA is working with DHH regarding the maintenance of Briscoe and Matthew 25:40 regarding the maintenance of Nepenthe.

 b. DD Contracts → UPL Responsibility

Prior to becoming an LGE, OBH and OCDD moved several contracts to Louisiana Clinical Services (LCS). These contracts are currently managed and monitored by ImCal HSA. Since the move to LCS occurred prior to ImCal, OBH and OCDD retained the savings from the move and were responsible at the end of the year to pay the upper payment limits. DHH recently informed ImCal that OCDD is stating ImCal is now responsible to pay the upper payment limit for the LCS contracts. Prior to this ImCal was not informed to earmark funds for this payment. DHH assisted ImCal with making this payment for FY 15, however, ImCal will be responsible for making the upper payment limit for FY 16. The amount is approximately $470,000. If ImCal HSA faces more budget cuts this year, due to this additional payment ImCal was not aware of, there is a high probability that services will be cut.

 c. Update on Allen & Beauregard Consolidation

Tanya provided a handout to update the Board on the consolidation of Allen and Beauregard. The consolidation effective date was August 8, 2014. The cost to operate both facilities with since the consolidation shows a reduction in cost by $280,838. Number of clinical service hours have decrease from 2,904 hours to 2,336 hours which is partly attributed to the 45 % reduction in clinical staff. Tanya reported ImCal is in the process of hiring a Licensed Professional Counselor for the Allen & Beauregard clinics. Individual staff productivity has increased by 25%. Clinic availability shows both clinics have walk in assessment days and first available appointment to see a counselor is within one week. First available appointment with a psychiatrist is within 3-4 weeks. Tanya and the Executive Management Team will continue to monitor clinical service hours.

 d. Developmental Disabilities Eligibility

Tanya provided handout to discuss DD eligibility process and responses to questions/issues previously raised. Tanya briefly discussed the process of determining eligibility. James Lewis, Director of Developmental Disabilities provided information regarding the appeals process. Tanya discussed responses to the following concerns:

* Box inappropriately checked on a form

This was a clerical error and was not a determining factor in denial

* Utilization of collateral info, specifically bringing in teacher for interview

Appointment letter was revised to include verbiage offering an opportunity for family/caregivers to provide collateral information from other individuals close to the person seeking services. The new letter also provides examples of different collateral sources. James will ensure entry unit staff encourage collateral information.

* Assessment tool utilized to evaluate level of functioning

Utilization of specified tool is not mandated by law, nor OCDD policy. Choice of tool/s is up to the discretion of the psychologist. ImCal HSA psychologist utilizes the VABS which is a standardized, nationally recognized tool to assess functionality across DD diagnoses. The decision on which tool is used is made on a case by case basis.

Tanya reviewed the entry unit data for FY 15 ImCal DD Division that shows 88% of the completed applications received a Statement of Approval while 12% received a Statement of Denial.

 VII. NEW BUSINESS

Christina Mehal will meet with the Ethics Commission on Friday, June 17, 2015 to request a decision regarding being an ImCal contracted provider for BH services in Jennings. David Palay stated his intention to resign his Board seat on or around October 1, 2015. David Palay requested consideration be given to elect Corlissa Hoffoss as his replacement. Doug Hebert requested a written letter of resignation prior to the Board taking any action.

VIII. NEXT MEETING- August 11, 2015

 IX. ADJOURNMENT

Doug Hebert entertained a motion to adjourn meeting at 7:26. Patricia Farris motioned and Gordon Propst seconded.