Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

November 10, 2015 5:30 – 7:30 PM

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MINUTES

1. CALL TO ORDER

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

1. ROLL CALL

Board members in attendance

a. Doug Hebert, appointed by Allen Parish

b. Susan Dupont, appointed by Cameron Parish

c. Corlissa Hoffoss, appointed by Governor Jindal

d. Patti Farris, appointed by Beauregard Parish

e. Aaron LeBoeuf, appointed by Governor Jindal

Absent: Gordon Propst, appointed by Calcasieu Parish

Christina Mehal, appointed by Jefferson Davis Parish

Christopher Stewart, appointed by Governor Jindal

1. INTRODUCTION OF GUESTS

No guest in attendance

1. APPROVAL OF MINUTES

Board members received October minutes prior to the meeting. Doug Hebert entertained a motion to approve October minutes. Susan Dupont motioned and Aaron LeBoeuf seconded. October minutes unanimously approved.

1. APPROVAL OF AGENDA

Doug Hebert entertained a motion to approve the November agenda. Susan Dupont motioned and Aaron LeBoeuf seconded. November agenda unanimously approved.

1. MONITORING

a. Communication & Support

Tanya McGee stated this pertains to executive limitation regarding communication and support between the Board and Tanya. This policy states that Tanya shall not permit the board to be uninformed or unsupported in its work. Tanya must also inform the Board if they are out of compliance with its policies. Board reports no recommended changes on this policy.

b. Discuss Holiday Social

Board members agreed to have a holiday social immediately following the December board meeting on December 8, 2015. Tanya informed Board members of the upcoming ImCal staff Christmas party on December 11, 2015. Board members will receive a formal invitation soon.

VII. EXECUTIVE DIRECTOR REPORT

a. Update on Board training

Tanya reports talking with David Britt to conduct a 4 to 6 hour training to consist of a refresher of the policy governance manual, strategic planning, revisiting ImCal’s mission, vision and ENDS statement. Mr. Britt is available February 12, 2015, however, a second date is suggested of February 19, 2015 due to a scheduling conflict. Tanya will confirm the 19th date with Mr, Britt.

b. Psychiatrist recruitment efforts

Tanya reports ImCal is active in recruitment efforts for psychiatrist. Another prescriber has submitted her resignation. We currently have 3 Physicians who are working limited hours. ImCal has a team of four advanced practice nurses. ImCal is engaged with several recruiting firms and is looking at alternate options such as a telemedicine contract or possibly recruiting a psychiatrist to share with another LGE.

c. AIP on-site visit

Accountability Implementation Plan audit was completed last week. This audit to ensure we meet all the requirements in the plan which is linked to our contract with DHH. The auditors met with executive management team, reviewed charts, interviewed staff and conducted walk-thru’s in the facilities. The auditors did provide some suggestions for ImCal, however, no significant findings. Tanya will inform Board when the final report is received.

Tanya McGee provided the Board a copy of a handout regarding the state’s mid-year deficit of $186.1 million shortfall. DHH sent this press release on how they are going to help cover the shortfall. At this time the only area to affect ImCal is the freezing of waiver slots with the exception of those pending for developmental disabilities.

VIII. NEW BUSINESS

Tanya reports receiving an email from Betty Cunningham from Beauregard saying she believed she didn’t meet the qualifications for the Board. Tanya sent an email to Ms. Betty to providing more information on ImCal and the responsibilities of a Board member. Tanya is waiting to hear from Ms. Cunningham. Ms. Patti also provided two additional prospects to fill her seat.

IX. NEXT MEETING – December 8, 2015

X. ADJOURNMENT - Meeting was adjourned at 6:06 pm.