Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

September 9, 2014, 5:30 – 7:30 PM

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AGENDA

1. CALL TO ORDER

Doug Hebert, Chairperson was unable to attend this month’s meeting. Susan Dupont, Vice Chairperson called the meeting to order at 6:04 PM noting that a quorum was present.

1. ROLL CALL

Board members in attendance.

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

b. Patricia Farris, appointed by Beauregard Parish

c. Christina Mehal, appointed by Jefferson Davis Parish

d. Susan Dupont, appointed by Cameron Parish

e. Shawn Sabelhaus, appointed by Governor Jindal

EXECUTIVE STAFF PRESENT

a. Tanya McGee, Executive Director

b. Paul Duguid, Chief Financial Officer

1. INTRODUCTION OF GUESTS

Susan Dupont welcomed the guests, who signed in on the attached sheet.

1. APPROVAL OF MINUTES

Chris Stewart moved that the May minutes be approved. Shawn Sabelhaus seconded the motion and it was unanimously passed by the Board.

1. APPROVAL OF AGENDA

Chris Stewart moved that the agenda be approved. Shawn Sabelhaus seconded the motion and the board agreed unanimously.

1. BOARD MONITORING
   1. Global Gov Commitment – DHH Contract

Tanya explained that this policy statement is a general statement which clarifies the purpose of the board. She recommends that the wording in the policy be revised to clarify the relationship between ImCal and DHH. The statement makes reference to a Memorandum of Understanding (MOU)/Framework document between ImCal and DHH. The MOU has been replaced with a contract. The policy should read “…consistent with the terms of the enabling legislation and the contract between ImCal HSA & DHH, …” Chris Stewart motioned and Patti Farris seconded.

* 1. Governance Style – approved with no revisions
  2. Board Job Description – approved with no revisions. Board discussed this description be moved to review every 3 years, to insure it is discussed at minimum one time per board member term.
  3. ENDS Statement

Discussed the process in which the board developed the ENDS statement. Board discussed to review again in Jan/Feb in preparation for FY 16. Patti Farris motioned and Shawn Sabelhaus seconded

1. EXECUTIVE DIRECTOR REPORT
   1. FY 15/16 Budget Cycle

Tanya and Paul informed the board that FY 15-16 planning has begun. Tanya provided the board with a budget prep timeline which indicates activities and due dates of the budget documents to DHH and DOA between now and final budget submission which is Oct 15th. Paul explained the continued budget request, along with the workload adjustments. The new budget will include additional funding for inflation and ImCal is requesting additional funding for Nepenthe House, as well as mandatory expenses associated with Office of Risk Management premiums (liability insurance), Office of Uniform State payroll, and State Legislative Auditors which were not included in the funding received from OBH and OCDD last year. Tanya will keep board updated on progress.

* 1. Primary & Behavioral Healthcare Integration

Tanya informed the board about discussions among the ImCal Executive Management Team (EMT) regarding primary care and BH integration. Many of the clients served in our BH clinic had multiple health problems as well and do not see a medical doctor on a consistent basis. The EMT is looking to bring on board early next year (2015) an Advanced Practice Nurse to deliver primary medical outpatient services to our clientele. The board briefly discussed the possible future integration of public health services under the ImCal umbrella as well. Within the legislation, if agreed on by the district and DHH, ImCal could assume a portion of public health services from OPH.

1. NEW BUSINESS
   1. Shawn’s term limit is up in November. He has the opportunity to step down from the board or serve an additional term of 3 years. He stated that he wants to do whatever is needed to enable Tanya and the Executive Team to best do their job of leading ImCal. He discussed concerns about not being able to completely fulfill his role as financial representative on the board because of the company he works for and the standards set forth by the SEC. He stated that he is willing to stay on another term if the EMT views him as an asset. The board discussed possibly bringing a new board member on who has experience in public financing or experience in the local political arena. Shawn agreed to stay on board while ImCal EMT and fellow board members put some feelers out.
   2. Christina brought up some concerns regarding the Applied Behavioral Analysis (ABA) program in the state. There are issues with the children receiving the full battery of testing needing to qualify for the program. Tanya informed the board that she will be meeting with individuals from DHH regarding this at the next HSIC and will give a report to the board at next meeting.
2. NEXT MEETING – Oct. 14, 2014
3. ADJOURNMENT

Susan Dupont entertained motion to adjourn the meeting at 7:10pm. Christ Stewart motioned and Shawn Sabelhaus seconded.