

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
December 13, 2016

Carol Stafford, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:42 a.m.

Rebecca Soley conducted a roll call. A quorum was established.

Attendees

Governing Board: TaMarlon Carter; David Cressy; Mary Pirosko; Jan Robert; Carol Stafford

Absent: Celeste Falconer; Danielle Keys; Gary Porter; Ligia Soileau

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, Chief Financial Officer (CFO); Rebecca Soley, FPHSA/Administration; Schoener LaPrairie, M.D., Medical Director; Lori Wager, FPHSA/Administration; Bernice Williams, FPHSA/Administration

Prayer was offered by Ms. Stafford.

Consent Agenda

Ms. Stafford extended an offer for additional agenda items or new business. No new business was presented.

Agenda

Ms. Pirosko made a motion to adopt the agenda as presented; seconded by Rev. Carter.

The motion passed unanimously.

Excused Absence(s)

Mr. Cressy made a motion to excuse the absences Ms. Falconer, Ms. Keys, Rev. Porter, and Ms. Soileau; seconded by Ms. Robert.

The motion passed unanimously.

Approval of Minutes

Ms. Pirosko made a motion to adopt the October 28, 2016, meeting minutes as written; seconded by Rev. Carter.

The motion passed unanimously.

Public Input

Ms. Stafford welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

Mr. Kramer submitted a copy of the Executive Director's Report for November/December to members of the governing board. He outlined the content which included:

1. **Fiscal Year 2016 Close Out:** Another year closed in the history of Florida Parishes Human Services Authority. The agency was faced with many opportunities and a fair few challenges. Mr. Kramer indicated that he believed that the agency has a team in place that can rise to the occasion and he thanked the board for its continued support. The annual report for fiscal year 15-16 was disseminated highlighting some of the accomplishments from the past year along with breakdowns of what services were provided and where. Mr. Kramer expressed how proud he was to be a part of an agency that is doing so much to help those most in need of our services and is looking forward to working with the team to enhance the services available throughout the catchment area.
2. **Budget Update:** Governor Edwards' office has indicated that the state is facing an approximate \$600 million budget deficit mid-year 16-17. Roughly half of the deficit is from the previous fiscal year and must, by law, be settled this year and the other approximately \$300 million is the projected shortfall in the current fiscal year. At the last meeting, the potential devastating scenarios was shared should the worst case come true. FPHSA has been informed of an anticipated cut as a part of the reductions to satisfy last fiscal year's deficit and, as of this time, it will require that the agency forgo upgrading IT equipment. While this is something that is sorely needed, the agency will work to try and patch together things with the equipment that is available knowing that this outcome is much less debilitating than some of the other options that had to be considered. The plan for reductions to satisfy the current year's deficit have not been communicated as of yet but we are in hopes that critical services will be spared.
3. **LDH Oversight:** Earlier this month the House Appropriations Committee met to begin discussions on next year's budget. As has been the case in the past, the Executive Directors were asked to be present. At this meeting there was some concern expressed by members of the committee about the level of LDH leadership and oversight over the districts and authorities. Mr. Kramer is scheduled to meet with LDH Deputy Secretary Aletto on Thursday to further discuss. Mr. Kramer is of the opinion that there are multiple ways in which LDH can, and does, maintain authority over FPHSA's budget and operations.
4. **Meeting with State Representative:** Mr. Kramer is scheduled to meet with Representative Schroder to address some concerns regarding LGE oversight and to discuss his thoughts on the needs of his constituents with regard to FPHSA services. Mr. Kramer hopes to also use this opportunity to share some information on accountability measures currently in place between FPHSA and LDH.
5. **Current Projects:** At the last meeting, the project headed up by LDH to reassess individuals awaiting services and on the registry for the NOW waiver was discussed. As of today, LDH reports that the Cooperative Endeavor Agreements that were signed back in October are still pending approval at the Division of Administration; therefore, the project has not yet been started. It is hoped that we will be able to begin shortly after the first of the year. Similarly, the second phase of the Louisiana Spirit grant, which was viewed as imminent, is still awaiting federal approval to move forward.
6. **New Contract:** Earlier this month, FPHSA entered into a contractual agreement with the 22nd Judicial District Court to provide medically assisted treatment to appropriate individuals in the specialty court programs. This is a program that has been sought for quite some time by the courts and the agency is happy to be able to partner with them to add this service. Additionally, the agency is exploring other options to provide contracted services with the 22nd JDC and other agencies as we look to provide a broader array of services across the entire continuum of behavioral healthcare.

7. Facility Updates: Since the last meeting, when the impending reopening of two of our shuttered sites was discussed, the agency has been able to reestablish services in Denham Springs after flood repairs by the landlord and move staff back into Mandeville Behavioral Health Clinic with the required repairs and some minor cosmetic improvements. Staff and clients both indicated their approval to the new look and we hope that this will be only the beginning of our improvements there. To that end, the agency has been working with facility planning on securing a contract for an architect to replace the roof and make some other exterior repairs. The planning phase should commence in January. The Bogalusa clinic repair project is also finally underway with a designer assigned by facility planning this month. Mr. Kramer expressed his delight that these updates were possible as they will all result in clients having better and more appropriate access to care which is critical in the agency's mission to help those served along the road to recovery.
8. CARF Survey: FPHSA received notice from CARF that the triennial recertification visit will be conducted on January 23rd -25th 2017. The surveyors will meet with staff and visit the sites in order to ensure that quality services are being delivered in accordance with applicable standards. It is expected that the survey will go well based on current observations. There will always be room for improvement, though, and the survey process is meant to help toward that end.

Mr. Cressy made a motion to accept the Executive Director's Report as presented; seconded by Ms. Robert.

The motion passed unanimously.

Financial Report- November/December 2016:

Ms. Sibley, CFO, disseminated a current budget analysis for FY 2017 (July 1, 2016- June 30, 2017 which reflected a balanced budget as of October 31, 2016. She explained that FPHSA has received one mid-year budget cut to date, and anticipates more cuts to come.

Ms. Pirosko made a motion to accept the Financial Report; seconded by Rev. Carter.

The motion passed unanimously.

Policy Review

Mr. Kramer presented the following existing policies, procedure, and forms for annual review and consideration:

- 001 Executive Limit-Global Executive Constraint
- 003 Executive Limit- Treatment of Staff
- 007 Executive Limit- Asset Protection

Ms. Pirosko made a motion to accept the policies as written; seconded by Mr. Cressy.

The motion passed unanimously.

Board Member Terms

The reappointment of Ms. Stafford representing Livingston Parish and Mr. Cressy representing St. Tammany Parish are scheduled on the their respective parish council agenda's in early January. Ms.

Pirosko has served two consecutive terms and will be rotating off the board due to term limits. FPHSA has requested that Tangipahoa Parish President Robby Miller appoint someone to fill this position.

Ms. Stafford presented a plaque of appreciation to Ms. Mary Pirosko on behalf of the FPHSA Governing Board for her dedication and service during her tenure on the FPHSA Governing Board from 2011 to 2016.

Officers for 2017 were discussed. Ms. Pirosko made a motion nominating Ms. Stafford to be reappointed as Board Chair for 2017; seconded by Rev. Carter.

The motion passed unanimously.

Members present also discussed the office of the Vice Chair. Ms. Stafford will follow-up regarding the board's recommended course of action.

Rev. Carter encouraged each board member to tour the facilities and clinics if they have not had a chance of doing so and to share any resources with the agency that might be beneficial.

Strategic Planning

Website Development

Mr. Kramer provided an update that the website's interior design was recently approved by the agency. The interior design process will take approximately 2 weeks to complete. Once this is implemented, it's expected that the rest of the website should go smoothly. It is hoped that the new website will be launched soon.

Advocacy

Ms. Robert inquired about a detailed report that was presented several months ago with information and data broken down by each clinic. Mr. Kramer indicated that FPHSA is currently in the process of revisiting data and assessing the different types of reports that the agency needs. He hopes to revamp the process after the CARF survey in January.

It was inquired whether or not FPHSA could apply for any grants to enhance services. Mr. Kramer indicated that the agency will continue to explore grant possibilities.

Recently, FPHSA made a presentation to the Tangipahoa Parish Council presenting the annual board report with specific data relative to that parish including persons served and expenditures. FPHSA hopes to strengthen the relationship with the various parish administrations by meeting with each to discuss services and identify ways to enhance services needed by the constituents in that parish.

Mr. Kramer indicated that Ms. Kelly Rabalais, St. Tammany Parish Government, would like to present an update about the Safe Haven project to the board at the next meeting. The board supported that Mr. Kramer engage in conversations with Ms. Rabalais regarding FPHSA's participation in the Safe Haven Project in order for Ms. Rabalais to present a proposal with specifics of what is being requested. The board also wanted information regarding what specific resources are needed in order to make the resources accessible region-wide.

Foundation

Mr. Cressy indicated that he did not have report.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board will be a combined meeting for November and December and is scheduled on Friday, January 27, 2017, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

Ms. Robert made a motion to adjourn the meeting; seconded by Mr. Cressy.

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

02/03/17
Date



Richard J. Kramer, Executive Director

2-3-17
Date



Carol Stafford, Board Chair

2/3/17
Date