

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
June 23, 2017

Carol Stafford, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:35 a.m.

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

Attendees

Governing Board: Danielle Keys; Timothy Lentz; Genesa Garolfalo Metcalf; Mona Pellichino; Gary Porter; Carol Stafford

Absent: David Cressy; Celeste Falconer; 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; Janise Monetta, FPHSA/DDS; Lori Wagner, FPHSA/Administration; Kimberly Craft, FPHSA/DDS; Rona Burkett, FPHSA/DDS; Andrea Albert, FPHSA/DDS; Lindon Bennett Magee/Cashe, Coudrain, and Sandage

Prayer was offered by Rev. Porter.

Consent Agenda

Ms. Stafford extended an offer for additional agenda items or revisions to the agenda. No new items or revisions were requested.

Agenda

Dr. Metcalf made a motion to adopt the agenda as presented; seconded by Ms. Keys.

The motion passed unanimously.

Swearing-In Ceremony

Attorney Lindon Bennett Magee with CASHE COUDRAIN SANDAGE issued the oath of office to Timothy Lentz who was newly appointed to serve as governing board member representing St. Tammany Parish fulfilling the remaining term of previous member, Jan Robert.

Excused Absence(s)

Dr. Metcalf made a motion to excuse the absences of Mr. Cressy and Ms. Falconer ; seconded by Ms. Keys. (No request for an excused absence was submitted by Ms. Soileau)

The motion passed unanimously.

Approval of Minutes

Dr. Metcalf made a motion to adopt the April 28, 2017, meeting minutes as written; seconded by Rev. Porter.

The motion passed unanimously.

Public Input

Ms. Stafford welcomed all in attendance and extended an opportunity for public input. Mr. Kramer introduced new member, Timothy Lentz, representing St. Tammany Parish who is also the Chief of Police for the City of Covington. Mr. Kramer explained that timing of his appointment was perfect as law enforcement is now one of the new board member composition requirements required in SB58.

Chief Lentz provided a brief history of his background, work history, and education and indicated he was happy to serve on the FPHSA Governing Board representing St. Tammany Parish.

Developmental Disabilities Services (DDS) Presentation

Janise Monetta, Developmental Disabilities Services (DDS) Director, gave a presentation on the services in which FPHSA-DDS provides. The presentation included a breakdown of eligibility for the program and a recap of the DDS services provided through FPHSA as the single point of entry including individual and family support; support coordination; flexible family funds; crisis diversion; residential living options and admissions; waiver services; community resource information and referrals; and vocational services. The various waivers that FPHSA manages was also discussed which include the Children's Choice Waiver, New Opportunities Waiver (NOW), Residential Options Waiver, and Supports Waiver. Also in attendance to assist with the presentation and answer any questions was Rona Burkett, DDS Waiver Supervisor; Kimberly Craft, Entry Community Services Professional; and Andrea Albert, Quality Assurance.

Executive Director Report

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

1. **Budget Update:** On June 16th, the legislature agreed, after a special session was required, to an operating budget for fiscal year 18 which begins July 1, 2017. The budget allocates \$18,488,684 for the operations of FPHSA in the coming year. There were reportedly cuts made to Medicaid mental health programs but the details of these cuts have not been shared with us yet so we are unable to determine if they will have any impact on the services we provide or our ability to be reimbursed for them. The budget also included language authorizing pay adjustments for state employees as well as other changes to the pay schedule. The FY 18 budget spread and contracts are being finalized.
2. **SB58 Update:** In addition to the budget, one other issue of interest to our agency was Senator Mills' SB 58 which changes the language that establishes the ten districts and authorities throughout the state. This legislation consolidates the language that governs all the districts into

- one law, revises board member qualifications and orientation requirements, and was amended to include a requirement that an amount equivalent to 9% of each LGE's state general fund be directed towards Act 378 services for the developmentally disabled. FPHSA's budget, as it currently stands, is in compliance with this new requirement. The board members were provided with a copy of SB58 and a board member contact/personal data update form.
3. **Behavioral Health Training Update:** At the last meeting, we had a presentation from Cindy Gutowski and Joseph Bodenmiller about staff training and restructuring underway for clinical services. I am pleased to report that the Matrix trainings were completed this week and that the Living in Balance trainings will be ongoing throughout the next several months. Overall the trainings are reported to have been well received although, as with any transitions, there will be some natural hesitance that will be overcome by providing staff the support and resources they need to excel.
 4. **Request for Services Registry Project Update:** The Request for Service Registry Project is nearing completion with the project's funding ending June 30. As of this week's report (submitted 6/19/17), FPHSA's screeners had completed 906 screenings. This puts our agency among the top performers among the LGEs. It has been reported to us that the project will not continue at the LGE level in the coming fiscal year and that any future screenings to complete the project will be carried out through the Office for Citizens with Developmental Disabilities.
 5. **Louisiana Spirit Update:** On June 12, 2017, we were notified by the Office of Behavioral Health that the operations of the Louisiana Spirit program, which has been providing disaster support services since the March and August floods last year, would be indefinitely suspended. It was reported that there has been a problem at the state level receiving the reimbursement for the program and that the Louisiana Department of Health could not continue to fund the program without the required federal funding. It is hoped that this funding situation will be resolved shortly and that the program will be able to be restarted.
 6. **AIP Monitoring Visit:** As a part of their ongoing monitoring of our contract with the Louisiana Department of Health, an annual Accountability and Implementation Plan visit is conducted in each of the LGE's. The purpose of this visit is to ensure that the requirements of the contract and block grants are adhered to. We received our final report on this year's visit in May and, as is the case with these types of reports, were informed about areas in need of improvement. This year's review included FPHSA administration, Fontainebleau Treatment Center (FTC), and Slidell Behavioral Health Clinic. Administration and FTC scored well at 95% and 85% respectively but Slidell's review indicated some needed corrections primarily related to HIV and TB testing processes and scored only a 57%. The corrective actions have begun being implemented and a re-review will take place in the next 60 days to ensure that the corrective actions were effective.
 7. **SAMHSA Grants:** FPHSA has been selected to participate in two different SAMHSA grants with the Office of Behavioral Health which are very relevant in our catchment area. The State Targeted Response grant will include funding for a peer support position and a training, education, and technical assistance coordinator to be hired to implement programs and activities intended to address the opioid epidemic which, like much of the rest of the country, is affecting our region. Additionally, FPHSA is finalizing our proposal to participate in a zero-suicide initiative grant which will provide approximately \$85,000 annually to coordinate services such as linkages with emergency departments and primary care providers to improve supports for individuals at the highest risk for suicide.
 8. **Denham Springs Expansion:** The job posting for the Denham Springs manager position was published last month and interviews are currently underway. We hope to be able to identify and select a candidate in the near future as our first step towards opening that clinic as a full time location. Ms. Stafford and I were able to have a very productive meeting with Mayor Landry of

Denham Springs in May to discuss a currently vacant building which would be an ideal location for our full time clinic. Although he wasn't in a position to make any promises regarding the site just yet he did indicate that he understood the need for behavioral health services, particularly since the floods, in his community and that we would remain a priority when the time comes to be able to reopen that building.

9. **End of Year Purchases:** Due to the early and regular warnings from the Division of Administration regarding expected mid-year budget cuts we held some positions open and deferred required expenses throughout much of the past fiscal year. Because the mid-year cuts were not as severe as anticipated we were able to finish the year with funds available to purchase some much needed IT equipment, furniture, and a replacement van that will all be used to improve the experience of and service to those that we serve. We go into the coming fiscal year hoping that we will not have the same expectations and will plan to fill our positions earlier in the year to improve the workload of staff and service to our clients.
10. **NAMI Walks Event:** FPHSA staff participated in the NAMI Walk in Mandeville in May and contributed \$2,200 in donations. This is the first event that was coordinated by our Employee Relations Committee. The event resulted in a good opportunity for staff to bond outside of work and improve morale while also contributing to a cause near and dear to our hearts. This will be just the first of many activities coordinated by this new committee.

Dr. Metcalf made a motion to accept the Executive Director's Report as presented; seconded by Ms. Keys.

The motion passed unanimously.

Financial Report- June 2017:

Ms. Sibley disseminated a current budget analysis for FY 2017 (July 1, 2016- June 30, 2017) which reflected a small projected surplus as of May 31, 2017. It was indicated that the projected surplus could slightly increase or decrease as the fiscal year closes out.

Ms. Sibley presented FPHSA's budget for FY 2018 (July 1, 2017- June 30, 2018) which represented an overall increase when comparing to the agency's FY 2017 overall budget. She explained that the budget amount could slightly change based on a couple of factors. FPHSA will be receiving additional funds from the Office of Behavioral Health for the State Targeted Response to the Opioid Crisis (STR) grant awarded through SAMHSA. Also, reductions required by the Louisiana Department of Health to meet their appropriated budget could in turn effect FPHSA's Interagency Transfer and/or Self-Generating funding.

Ms. Keys made a motion to accept the Financial Report; seconded by Dr. Metcalf.

The motion passed unanimously.

Policy Review

Mr. Kramer presented the following existing policy for annual review and consideration:

- 017 Executive Limits- Communication with and Support to the Board

Ms. Keys made a motion to accept the policies as written; seconded by Dr. Metcalf.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board will be on Friday, July 28, 2017, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

Dr. Metcalf made a motion to adjourn the meeting; seconded by Rev. Porter.

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

08/25/17

Date



Richard J. Kramer, Executive Director

8-25-17

Date



Carol Stafford, Board Chair

8/25/17

Date