

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
June 22, 2018

Carol Stafford, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:37 a.m.

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

Attendees

Governing Board: David Cressy; Liz Gary; Timothy Lentz.; Mona Pellichino; and Carol Stafford

Absent: Danielle Keys; Genesa Garofalo Metcalf, M.D; Gary Porter; and Ligia Soileau

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rebecca Soley, FPHSA/Administration; Janise Monetta, FPHSA/Administration; Schoener LaPrairie, M.D., Medical Director; and Heather Gernold, FPHSA/Behavioral Health Services

Prayer was offered by Chief Lentz.

Agenda/Consent Agenda

Ms. Stafford extended an offer for additional agenda items or revisions to the agenda. Mr. Cressy made a motion to add agenda item "Delegated/Signature Authority"; seconded by Chief Lentz.

The motion passed unanimously.

Mr. Cressy made a motion to approve the agenda as revised; seconded by Ms. Gary.

The motion passed unanimously.

Excused Absence(s)

Ms. Pellichino made a motion to excuse the absences of Ms. Keys, Dr. Metcalf, Rev. Porter, and Ms. Soileau; seconded by Mr. Cressy.

The motion passed unanimously.

Approval of Minutes

Ms. Pellichino made a motion to adopt the May 25, 2018, meeting minutes as written; seconded by Ms. Gary.

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 June to members of the governing board. He outlined the content which included:

1. **Budget Update:** The budget discussion in Baton Rouge continues to rage on in the third special session of the year with no agreement yet reached. The current special session is scheduled to end on Wednesday, June 27th, with the new fiscal year to begin just four days later. Governor Edwards did sign the budget that came out of the last special session which, if it is not impacted by anything in the current session, funds FPHSA adequately. As it currently stands we will see a budget increase covering primarily mandatory adjustments such as the Civil Service mandated pay increases and increased costs for employee benefits. The seven positions that were originally scheduled to be reduced were restored and remain in the final version signed by the Governor. There was not, however, any additional funds added to address the inequity in funding across the districts that would allow us to better fund developmental disabilities services and other endeavors. Although our budget increased with these mandatory costs, so did the others so our relative position as the second lowest funded district remains. This is an issue that we will continue to monitor and hope for a favorable resolution in future sessions.
2. **Developmental Disabilities Services:** Also related to developmental disabilities services funding, as we near the end of each fiscal year it is important that we assess whether the approved contracts are being spent down as projected and whether any funds might be left over to fund other requests rather than leaving that money on the table. Just under \$25,000 was recouped from contracts that were not going to be fully utilized for various reasons and redistributed to other requests.
3. **Denham Springs Clinic:** As is represented in the table included at the back of this report, our Denham Springs clinic continues to grow, with the clinic providing more than double the amount of services that were provided in March. The lease on the new location has been signed and the landlord is working on getting the construction completed so we can move in. It is currently expected that the construction will be finished by the end of July. The clinic will then need to be licensed by LDH before we make the move which could take another month or two. I am hopeful that we will be able to open the new site sometime in September at the latest. Once we have a firmer date we will begin planning a grand opening type event and communicate it to the community.
4. **Bogalusa Behavioral Health Clinic Update:** The long awaited rebuild of the Bogalusa Clinic is finally preparing to get moving again. The asbestos abatement should be completed in July and the rebuild should commence shortly afterward and finish in February. The Bogalusa area is one of our highest need areas across our region and we are struggling to meet the demand with the current small space and staff there. There is currently a meeting planned for July 12th with the Office of Behavioral Health and Senator Mizell to discuss the needs of the area and what can be done about it. On my agenda for that meeting will be to request any assistance she can provide in raising the priority of the rebuild of our clinic.
5. **Public Forum on the Opioid Epidemic:** On May 31, 2018, FPHSA, the Office of Behavioral Health, and the Office of Public Health held a joint public forum on the opioid epidemic at the Tangipahoa African American Heritage Museum in Hammond. The event included presentations by FPHSA, OBH, and OPH staff related to opioid use and its prevalence in our region. The event

was meant to improve public awareness on the extent and causes of this problem. Following the public forum, FPHSA conducted a training for professionals on the same topic that included continuing education credit for attendees.

6. Certified Tobacco Treatment Specialist Training: During the week of June 18, 2018 FPHSA partnered with the Office of Behavioral health to provide a Certified Tobacco Treatment Specialist training. Many of our own staff participated in this week-long training and we were able to host staff from several other LGEs across the state as they learned evidence-based interventions to assist clients in stopping tobacco use. We look forward to more opportunities to participate in these types of events to expand the competencies of our clinical staff.
7. Mental Health First Aid Instructor Training: We have settled on the week of October 29, 2018 for the 5-day Mental Health First Aid train the trainer course for law enforcement agencies in our region. Four of the five sheriff's offices have committed to participate with St. Tammany hosting us at their training facility in Pearl River and Tangipahoa providing lunch for attendees all week. Now that the dates are settled the invitation has been extended to the area police departments as well and we've already had a positive response from some of them. It is our hope that increased training and exposure to mental health topics will improve the safety of those with mental illness and the law enforcement officers responding to crises by offering greater understanding of behaviors of those in the midst of a mental health crisis and strategies on how to best de-escalate them in the field. We are very appreciative that our law enforcement leaders consider this a priority and are committed to devoting resources to this cause.
8. Zero Suicide Initiative Update: FPHSA's Zero Suicide Committee continues with the priority work of improving our agency's ability to identify and care for those most at risk for suicide, believing that all suicides are preventable. Staff have been surveyed to identify areas where additional training and/or resources are needed and work is being finalized on new assessment and treatment protocols to be implemented agency wide. Dr. LaPrairie has identified a training program that we are planning to bring in to train all staff. Because this is a major priority we are considering a large event for all staff to attend that will include trainings and workshops and really demonstrate the importance of this issue to the agency.
9. Job Fair for Individuals with Developmental Disabilities: We have drafted a contract that is under review for an advocate to work with our agency to create a job fair and workshops targeting those with developmental disabilities in our region. We have made contact with the Louisiana Workforce Commission's supported employment specialist to partner with her agency to impact the rate of individuals with developmental disabilities who are employed, which is one of our priorities for the coming fiscal year.
10. Developmental Disabilities Services Information: Mr. Kramer provided some developmental disabilities services data for May 2018 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including Referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF and the number on the waiting list; and Waiver Information including those receiving Waiver Services and the number on the waiting list.
11. Behavioral Health Services Information: Mr. Kramer provided the number of persons served and services provided for the following: Bogalusa Behavioral Health Clinic; Denham Springs Behavioral Health Clinic; Mandeville Behavioral Health Clinic; Rosenblum Behavioral Health Clinic; Slidell Behavioral Health Clinic; Outreach Services in Franklinton, Greensburg, and Kentwood; and Home and Community Based Services, as well as the number serviced through Residential Treatment Services as of May 2018.

Mr. Cressy made a motion to accept the Executive Director's report as presented; seconded by Chief Lentz.

The motion passed unanimously.

Financial Report- June 2018:

Mr. Kramer presented the Financial Report for June 2018 as follows:

Fiscal Year 2018 (July 1, 2017 – June 30, 2018)

FPHSA's current FY18 budget analysis (as of May 31st) reflects a projected deficit; however, it is projected that funds will be transferred into escrow due to over-collections. The monthly budget report was disseminated to the board. Fiscal will continue to monitor revenues and expenditures closely.

Chief Lentz made a motion to accept the financial report as presented; seconded by Mr. Cressy.

The motion passed unanimously.

Board Business

Signature Authority

Mr. Kramer requested the board's consideration for an exemption to FPHSA's current procedures of having the board approve all purchase requests exceeding \$25,000.00 given the overlap of fiscal years and the need to expedite purchase requests mostly for reoccurring annual operating expenses in between board meetings. He also added that these operating expenses are already included in the budget that is reviewed by the board.

Ms. Pellichino made a motion granting authority to Mr. Kramer to approve and sign purchase requests expending over \$25,000.00 for any renewals of existing requests; seconded by Mr. Cressy.

The motion passed unanimously.

Policy Review

Mr. Kramer presented Board Policy No. 017 Executive Limits- Communication with and Support to the Board for annual review and consideration.

Mr. Cressy made a motion to accept the policies and procedures as written and revised; seconded by Ms. Gary.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, July 27, 2018, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.


Adjournment

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

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

07-27-18

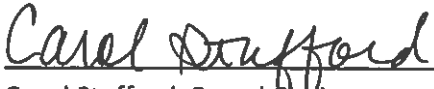
Date



Richard J. Kramer, Executive Director

7-27-18

Date



Carol Stafford, Board Chair

7/27/18

Date