

Florida Parishes Human Services Authority Administrative Office

835 Pride Drive, Suite B

Hammond, LA 70401

Minutes of the Governing Board Meeting

February 22, 2019

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:30 a.m.

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

Attendees

Governing Board: David Cressy; Liz Gary; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Mona Pellichino; Cheryl Smith; and Carol Stafford

Absent: Danielle Keys and Gary Porter

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, CFO; Rebecca Soley, FPHSA/Administration; Janet Gordon, FPHSA/Administration; Janise Monetta, FPHSA/Administration-DDS; Schoener LaPrairie, FPHSA/Administration; Brad Wellons, FPHSA/Administration

Excused Absences

Mr. Cressy made a motion to excuse the absences of Ms. Keys and Rev. Porter; seconded by Mr. Lentz.

The motion passed unanimously.

Prayer was offered by Mr. Lentz.

Agenda/Consent Agenda

Mr. Lentz made a motion to adopt the consent agenda that includes the minutes and reports given from the last meeting on January 25, 2019; seconded by Ms. Stafford.

The motion passed unanimously.

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda. Mr. Kramer requested that Bank Authorizations be added to the agenda under Board Business.

Mr. Lentz made a motion to approve the revised agenda as presented; seconded by Rev. Porter.

The motion passed unanimously.

Swearing-In Ceremony

Board Member/Attorney David Cressy issued the oath of office to Cheryl Smith who was newly appointed to represent Livingston Parish through December, 2021.

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

1. **FY20 Budget:** Now that we are nearing the time for the annual legislative session, we are beginning to have more in depth discussions with LDH and DOA about next fiscal year's budget. We were notified earlier this month that the initial budget plan calls for a reduction of 3 positions and the dollars associated with them. Besides that specific reduction, it is difficult to tell exactly where everything falls out within the budget without additional analysis and information as the impact of grants that are not renewed along with increased salary and benefits costs have to all be accounted for. We have made an appeal to LDH to justify restoration of the position cuts but do not know whether that will be successful or not at this point.
2. **Employment Initiatives for Individuals with Disabilities:** Since our last board meeting we held both our Employment Readiness Seminar on February 5th and the Job Fair at Southeastern yesterday. Although we would have liked to have had more attendance from job seekers at the seminar, we had over 30 people take part and it was still a successful event that covered topics such as interview and resume writing skills, testimonials from employers and employees with disabilities, discussion about how to get information about employment impact on benefits, discussion around how to address strengths and weaknesses as a job seeker, and a talk on how to dress for a job interview. Additionally, FPHSA staff were very generous in donating clothing to make available to any individuals who needed some interview appropriate clothing which was distributed after the forum. The job fair was a great success with 23 different employers participating and many more job seekers. As Jeff, myself, and other staff have made the rounds promoting this fair we have taken the opportunity to express to everyone that this initiative is not just to try and find jobs for the people who were able to make it to the job fair but rather to begin a culture change so that people with disabilities in our communities have as much opportunity for appropriate employment as anyone else with the hope that employment of individuals with disabilities will become more common and will not require special job fairs in the future.
3. **Bogalusa Rebuild/Relocation Update:** Conversation continues with the Office of Risk Management regarding the use of funds identified to rebuild the old clinic for the purposes of finding a new suitable space in light of the recent flooding. The Office of Facility Planning was notified this week that we would not proceed with the bid that was recently accepted for the repairs as we pursue other options. It is our hope that we will be able to repurpose the funds to develop a better plan moving forward. If it does turn out that the funds can't be used and our only option ends up being to rebuild the old building we will be able to re-advertise the bid for repairs and restart that project.

4. Denham Springs Behavioral Health Grand Opening: The Denham Springs clinic finally had its official grand opening on February 15th and was a well attended event with much positive feedback about the addition of much needed services in the area. In addition to our own sharing on social media both The Advocate and The Livingston Parish News did ran articles on the opening. It is expected that the publicity around this event will drive even more people to seek services at the new clinic as we continue to grow.
5. Zero Suicide Symposium: Our plans for our Zero Suicide Symposium are shaping up. We have identified April 11th as the date and Church of the King in Mandeville has agreed to host the meeting free of charge for us. All clinics will be closed on this date and all clinic staff will be required to attend.
6. CCYS Update: Our plans to expand prevention services back to St. Tammany parish have been knocked back as our request for a meeting to discuss the required CCYS survey with the administration was denied with the suggestion that the board is unlikely to approve it. As a reminder, participation in the CCYS survey is mandatory to use federal prevention funds in the parish so we will be unable to offer the same prevention services in St. Tammany parish as we can in our other parishes.
7. FQHC Update: Work is continuing on the FQHC project with the new board being formed and the filing for the non-profit organization imminent. The final application is due in April and we will be notified of any award sometime in September with a 90-day window to get our services up and running. The application will cover the Hammond and Bogalusa areas and our FQHC consultant expects that our application should score an 18 out of 20 points giving us an excellent chance of approval although the total number of grants this round is smaller than usual. As this process unfolds in the background we intend to have our primary care clinic open in Hammond by the summer regardless of any grant award or FQHC status.
8. Mandeville Pharmacy Update: The operator of our pharmacy being planned at the Mandeville clinic, Genoa, has informed us that they have made significant progress with the pharmacy board and expect the opening of the pharmacy to now happen on March 4, 2019. This is great news and the improved access to medications is expected to improve outcomes.
9. Developmental Disabilities Services Information: Mr. Kramer provided some developmental disabilities services data for November 2018, December 2018, and January 2019 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.
10. 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 for November 2018, December 2018, and January 2019.

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

The motion passed unanimously.

Financial Report- February 2019:

Ms. Sibley presented the Financial Report for February 2019 as follows:

Fiscal Year 2019 (July 1, 2018 – June 30, 2019)

Ms. Sibley disseminated the Monthly Budget Report for month ending January 31st. FPHSA's current FY19 budget analysis reflects a projected deficit; however, it is projected that funds will be transferred into escrow due to over-collections in self-generated revenue. Fiscal will continue to monitor revenue and expenditures closely.

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

The motion passed unanimously.

Board Business

Board Recognition

Ms. Carol Stafford, Board Member representing Livingston Parish, was recognized for her three years of service as FPHSA's Board Chair.

Bogalusa Behavioral Health Clinic Temporary Buildings Approval

Mr. Kramer requested the board's consideration to extend the current Bogalusa Behavioral Health Clinic's lease for another 6 months while FPHSA pursues and locates a new permanent space/location. He reminded the board that ORM is directly paying the rent to lease this location.

Mr. Cressy made a motion approving the extension of the lease; seconded by Mr. Lentz.

The motion passed unanimously.

Purchase Request: New Phone System

Mr. Kramer requested the board's consideration and support of purchasing a new phone system for the Pride Drive Facility located in Hammond, Medical Arts Facility located in Hammond, and the Mandeville Behavioral Health Clinic located in Mandeville. The new phone system would offer greater efficiency for staff, clients, and stakeholders in getting routed more quickly and effectively.

Ms. Gary made a motion approving the purchase request of the new phone system as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Bank Authorization

Ms. Sibley presented two bank authorizations/ resolutions reflecting necessary staff authorization changes on the bank accounts for FPHSA Fontainebleau Treatment Center located in Mandeville and FPHSA Rosenblum Behavioral Health Clinic.

Ms. Pellichino made a motion approving the banking authorization changes as presented; seconded by Mr. Cressy.

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, March, 2019, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

Adjournment

Mr. Lentz made a motion to adjourn the meeting; seconded by Ms. Gary.

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

03-22-19

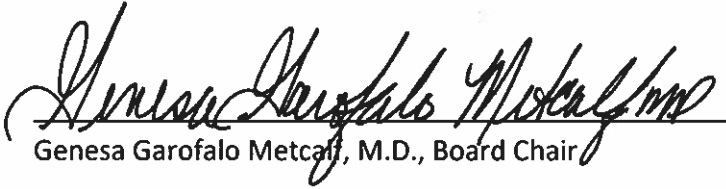
Date



Richard J. Kramer, Executive Director

3-22-19

Date



Genesa Garofalo Metcalf, M.D., Board Chair

3/22/19

Date