

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
June 21, 2019

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:53 a.m.

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

Attendees

Governing Board: Liz Gary; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Mona Pellichino; Gary Porter

Absent: David Cressy; Danielle Keys; Cheryl Smith; and Carol Stafford

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, Chief Operating Officer; Rebecca Soley, FPHSA/Administration; Janet Gordon, FPHSA/Administration

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda.

Mr. Lentz made a motion revising the agenda to remove "Swearing-In Ceremony for Gary Porter, St. Helena Parish" from the agenda; seconded by Ms. Gary.

The motion passed unanimously.

Ms. Pellichino made a motion adopting the agenda as revised; seconded by Ms. Gary.

The motion passed unanimously.

Excused Absences

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

The motion passed unanimously.

Approval of Minutes

Ms. Pellichino made a motion to adopt the May 24, 2019, meeting minutes as written; seconded by Rev. Porter.

The motion passed unanimously.

Public Input

Dr. Metcalf 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 legislative session and the current year's budget has finished with some very positive changes to the originally proposed budget. None of the proposed reduction scenarios were implemented and the \$324,000 reduction along with three vacant positions was restored. In addition to that good news FPHSA was budgeted an additional \$1 million of state general fund dollars. This additional money was the result of the continued advocacy of the Developmental Disabilities Council and LaCAN regarding the equitable funding of the LGEs. Although we are still not funded equally on a per capita basis with all of the LGEs this addition gets us closer and will allow us to better meet the needs of the citizens of our area. Next fiscal year's budget is still being developed but the current thinking is that we will initially dedicate \$200,000 of the new money to DD Act 378 expenses. When this money is matched through the LFS process it will amount to nearly \$400,000 of additional funding for Act 378 services. As the budget develops and needs are expressed we may have the opportunity to put more towards these services but do not want to dedicate too much in the beginning in the event that there is any trouble processing contracts etc. in the first year.
2. **Act 378 Funds:** As this year is winding to a close, the DD staff have continued pushing hard to ensure that all Act 378 funds, including the one time money, are expended. At this point it is expected that approximately 97% of the funding will be expended before the deadline. The DD staff did a great amount of work to process invoices and follow up on funding that was allocated to an individual but not spent so those dollars could be reassigned if they were not projected to be spent on time.
3. **Zero Suicide Initiative Activities:** Our agency was highlighted by the American Association of Suicidology on a live webcast earlier this month to discuss our Zero Suicide initiative. We have also been asked to consider presenting at their national conference next year in Portland, OR so we will be working on submitting that information and hoping to have more exciting developments as a part of our progress.
4. **Denham Springs Expansion:** When we opened the Denham Springs clinic late last year we initially leased two suites of a three suite building. We assumed it would only be a matter of time until we would need to expand to the third suite and that time has already arrived. The number of clients being seen at the Denham Springs site has continually increased, as has the number of staff assigned there. We have made contact with the landlord to begin discussions to expand to the third suite as soon as construction can be completed.
5. **New Electronic Health Record:** We have begun the process of identifying a new electronic health record and hope to contract with a project management consultant to lead the implementation in the coming weeks. The current system is very limited and slow and continues to impact our workflow. In addition, the reporting capabilities are not what we will need as we become and FQHC or FQHC look alike. It is expected that this will be a very big effort but will

drastically improve the agency's efficiency and ability to use data for decision makes once complete.

6. **Developmental Disabilities Services Information:** Mr. Kramer provided some developmental disabilities services data for February, March, and April 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.
7. **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 February, March, and April 2019.

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

The motion passed unanimously.

Financial Report- June 2019:

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

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

Ms. Sibley disseminated the Monthly Budget Report for month ending May 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.

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

The motion passed unanimously.

Board Business

Board Policy Review

Mr. Kramer presented Board Policy 017 Executive Limits- Communication with and Support to the Board for the board's annual review and consideration.

Purchase Request Approval: LabCorp

Mr. Kramer requested the board's consideration for the LabCorp purchase request that is over \$25,000 per FPHSA policy.

Mr. Lentz made a motion approving the purchase request as presented; 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 26, 2019, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

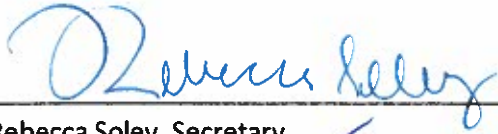
Adjournment

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

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

07-26-19

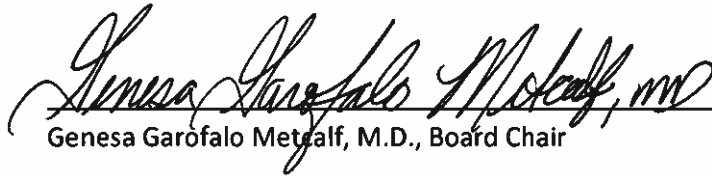
Date



Richard J. Kramer, Executive Director

7-26-19

Date



Genesa Garofalo Metcalf, M.D., Board Chair

7/26/19

Date