

Florida Parishes Human Services Authority Administrative Office
Minutes of the Online Governing Board Meeting
October 23, 2020

** In Light of the spread of COVID-19, Governor John Bel Edwards issued Proclamation Number JBE 2020-30 on March 16, 2020 that provided for all state agencies, boards, and commissions, and local political subdivisions of the state to allow attendance at essential governmental meetings via teleconference or video conference during the pendency of this emergency. **

(Source: <https://www.ag.state.la.us/Files/Article/9743/Documents/AmendedOpenMeetingsGuidance.pdf>)

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Online Governing Board to order at 9:39 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; Gary Porter; Cheryl Smith; and Carol Stafford

Absent: Danielle Keys

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

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

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

Ms. Pellichino made a motion to adopt the agenda as presented; seconded by Ms. Gary.

The motion passed unanimously.

Approval of Minutes

Mr. Cressy made a motion adopting the June 26, 2020 minutes as written; seconded by Ms. Stafford.

The motion passed unanimously.

Public Input

Dr. Metcalf welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

Mr. Kramer presented the Executive Director's Report for October to members of the governing board. He outlined the following:

1. COVID-19 Response – Last week I sent our Covid response plan for the next two phases to all staff. It will involve having all employees, with limited exceptions for special circumstances, back in the office full time by mid-November. After lengthy discussions, it is clear that the entire leadership team is in agreement that it is the appropriate next step. Our services are best delivered in person and the steps that we are taking to minimize the spread of infection make doing so safely possible. We will continue screening, wearing PPEs, and disinfecting. We have also purchased plexiglass screens for some offices where staff have requested them and will be asking clients not to wait in the waiting rooms in most cases. If clients or other persons served are uncomfortable or unable to be seen in person we will continue to have the telemedicine option available for use when appropriate. I will continue to monitor the situation and will make adjustments as needed to the plan based on any trends or other developments.
2. Budget Update – At our last meeting I discussed the budget reduction scenario that was related to the market rate adjustments. Earlier this month we were informed that those cuts had, in fact, been added to legislation through an amendment in the House and were instructed to provide our impact statements for what was to be cut. We were informed a few days later that those cuts were removed from the bill in committee and, as of now, there are no additional cuts to our budget from the special session. There was, however, additional means of finance changes but these will not really impact any services and will only be an issue of accounting for the money appropriately.
3. Medically Assisted Treatment (MAT) Update – We have been working over the past several months to introduce medically assisted treatment as an option across our clinics. We currently have one physician at Mandeville who is certified to prescribe buprenorphine and we have begun by having him begin treatment on a small number of clients so far at that clinic. We are finalizing the workflow to have additional clients from other clinics be referred there and to have additional prescribers at those clinics to be certified. Medically Assisted Treatment is the accepted standard of care for the treatment of opioid use disorder and shows much better outcomes than talk therapy alone. Adding this to our repertoire will bring us in line with best practices and save lives in our community.
4. Our Lady of the Angels Partnership – I recently had a meeting in Bogalusa with Dr. Emilio Russo from Our Lady of the Angels Hospital. The reason for our meeting was to discuss how our two agencies can work together in serving opioid users. OLOA is in the process of opening a medically assisted treatment clinic through the use of some grant funding. They will be providing buprenorphine treatment but do not have the capacity to provide the substance use counseling type of services provided at our clinics. The individuals they are seeing at this clinic are and should be the same people we see in our clinics so we will be

working on a process and a memorandum of understanding to partner to ensure that there is a continuum of services that includes both agencies to ensure that those in either service have access to all of the appropriate treatment options between us. This agreement will also include our placing a peer in the hospital to help with engagement and linkage. We also explored the possibility of contracting with OLOA to provide the primary care services at our Bogalusa clinic once we move into the new space. There was interest in doing so and could be a great option for us to get those services up and running quickly in an area with great need.

5. State Target Response and State Opioid Response Audit – We were recently informed by the Office of Behavioral Health that the Office of Inspector General will be coming down to do an audit of their use of the State Targeted Response and State Opioid Response federal grant dollars. A part of this audit will include a review of some randomly selected sub-recipients. We were chosen as one of those sub-recipients and have been contacted by the OIG to begin the audit. We do not expect there to be any problems as we have followed the guidelines of the grant and had our plans approved by OBH prior to implementation.
6. Civil Service Audit – I also received notification this week that the Department of Civil Service will be conducting a routing audit of our agency this month. We typically score very highly on these audits and am expecting a similar outcome this time around.
7. Agency Improvements – Based on feedback at the last meeting we have shared the agency organizational chart on the website and are in the process of finalizing the work to have a complaint/grievance portal on the website as well. These were both great suggestions that make us more accessible to the people we serve.
8. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for July, August, and September 2020 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; denials; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; and the number of SUN referrals submitted to State Office.
9. 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 July, August, and September 2020.

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

The motion passed unanimously.

Financial Report- October 2020:

Ms. Sibley presented the Financial Report for October 2020 as follows:

Fiscal Year 2021 (July 1, 2020 through June 30, 2021)

FPHSA's current FY 2021 budget analysis, as of September 30th reflects a projected deficit; however, we are projecting collecting over the self-generated budget to be transferred to escrow at the close of the fiscal year. An analysis of FPHSA's operating and escrow budget was presented to the board. The Fiscal Department has continued to monitor revenues and expenditures closely

Fiscal year 2022 (July 1, 2021 through June 30, 2022)

FPHSA will submit the complete FY 2022 budget request to the Louisiana Department of Health (LDH) on October 29th.

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

The motion passed unanimously.

Board Business

Purchase Request Approval: Bogalusa Behavioral Health Clinic Furniture

Mr. Kramer requested the board's consideration for the purchase of furniture for the new Bogalusa Behavioral Health Clinic.

Mr. Lentz made a motion approving the purchase request for furniture as presented; seconded by Ms. Gary.

The motion passed unanimously.

Purchase Request Approval: Narcan

Mr. Kramer requested the board's consideration for the purchase of Narcan in Fiscal Year 2021.

Ms. Pellichino made a motion approving the purchase requests for Narcan as presented; seconded by Ms. Smith.

The motion passed unanimously.

Board Policy Review

Mr. Kramer presented a revision to Procedure 010.1 Executive Limits- Executive Director Succession updating the successive order of FPHSA positions for the board's review/consideration.

Mr. Cressy made a motion to adopt Procedure 010.1 Executive Limits- Executive Director Succession as revised; seconded by Ms. Pellichino.

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, December 4, 2020, at 9:30 a.m. FPHSA will closely monitor the COVID-19 situation and determine whether the meeting can safely be held in person or via teleconference. Details will be emailed and posted in a timely manner as more information is made available.

Adjournment

Mr. Cressy made a motion to adjourn; seconded by Mr. Lentz.

The motion passed unanimously.

The meeting was adjourned at 10:20 a.m.

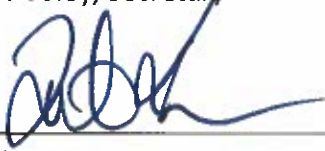
Respectfully Submitted,



Rebecca Soley, Secretary

12/04/20

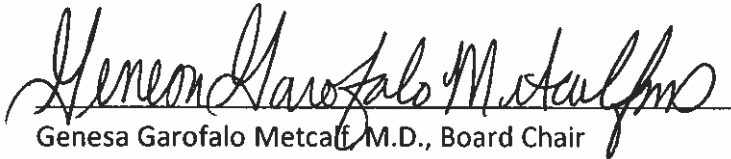
Date



Richard J. Kramer, Executive Director

12-4-20

Date



Genesa Garofalo Metcalf M.D., Board Chair

12/04/20

Date