

Florida Parishes Human Services Authority Administrative Office
Minutes of the Online Governing Board Meeting
March 26, 2021

** 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 9:37 a.m.

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

Attendees

Governing Board: David Cressy; Danielle Keys; Genesa Garofalo Metcalf, M.D; Mona Pellichino; Gary Porter; and Carol Stafford

Absent: Liz Gary; Timothy Lentz; and Cheryl Smith

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.

Rev. Porter made a motion to adopt the agenda as presented; seconded by Ms. Keys.

The motion passed unanimously.

Excused Absences

Ms. Pellichino made a motion excusing the absence of Ms. Gary and Mr. Lentz; seconded Rev. Porter.

The motion passed unanimously.

Approval of Minutes

Rev. Porter made a motion adopting the February 26, 2021 minutes as written; seconded by Ms. Gary.

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 March to members of the governing board. He outlined the following:

1. COVID Related Grant – The Office of Behavioral Health recently approached the LGEs to determine interest in participating in an additional COVID related grant to cover costs and projects associated with the effects of the pandemic. We submitted a request in the amount to cover items such as Zoom licenses for all staff, wall mounted thermometers, contracted case management services, and a contracted EAP service. We are still awaiting on confirmation of the award of this grant.
2. Economic Recovery Package – Additionally, the Louisiana Department of Health was awarded additional mental health and substance use block grant dollars related to the economic recovery package recently passed by the federal government. FPHSA's request for the coming two fiscal years includes such things as staff for an access team, a dedicated nurse to assist with medication assisted treatment of substance use disorders, and funding for the high-risk coordinator. Although we have not yet received official word that this will be awarded, we are expecting a favorable outcome based on some of the follow up we've had from OBH.
3. Act 421 Update – The memorandum of understanding with the Louisiana Department of Health to implement Act 421 was signed and submitted earlier this month. We are still awaiting the official orders to start from LDH but are prepared to announce the program and eligibility soon to begin the process of screening individuals for the program. It is expected that the number of allocated slots may fill up quickly and no word has yet been given on whether additional slots will be added or how those who do not initially get a slot will be handled.
4. Specialty Courts Update – We were approached last week by the 22nd Judicial District court to consider taking on more of their specialty court work, including sobriety and reentry court. We will be meeting further with them to determine the expected demand as it may now make sense to hire one or two staff to work specifically with those courts rather than have it spread around different staff at different clinics.
5. New Electronic Health Record Kickoff Meeting – Yesterday we held our kickoff meeting with the implementation team for the new electronic health record. This process will take several months and will be quite an intrusive project but should result in better efficiency for clinicians

and clients, improved ability to document for primary care services, dashboard functionality to aid in management, and improved billing and collections potential.

6. Crisis Counseling Program Update – The crisis counseling program. Louisiana Spirit, which was funded by FEMA in response to the pandemic has been extended to November with a suggestion that it will likely be extended a second time following that.
7. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for December 2020, January 2021, and January 2021 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.
8. 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 December 2020, January 2021, and January 2021.

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

The motion passed unanimously.

Financial Report- March 2021:

Ms. Sibley presented the Financial Report for March 2021 as follows:

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

FPHSA's current FY 2021 budget analysis, as of February 28th 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 will continue to monitor revenues and expenditures closely.

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

The motion passed unanimously.

Board Business

Officer Terms: Liz Gary

Dr. Metcalf indicated that Ms. Gary's board appointment will expire at the end of April 2021 and is eligible to serve a consecutive term. Mr. Cressy made a motion requesting that FPHSA submit a request to her respective parish authority requesting consideration for her reappointment to serve a consecutive term; seconded by Rev. Porter.

The motion passed unanimously.

Financial Disclosure Statements Due May 15th

The board was reminded that the personal financial disclosure statements are due on May 15th.

Board Policy Review

Mr. Kramer presented Policy 003 Executive Limits- Treatment of Agency Staff for the board's annual review/consideration.

Rev. Porter made a motion to approve Policy 003 Executive Limits- Treatment of Agency Staff as written; 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, April 23, 2021, 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

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

Respectfully Submitted,



Rebecca Soley, Secretary

4/23/21

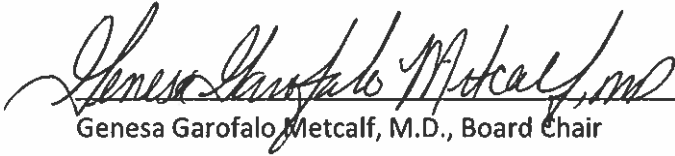
Date



Richard J. Kramer, Executive Director

5-25-21

Date



Genesa Garofalo Metcalf, M.D., Board Chair

5/25/21

Date