

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
835 Pride Drive, Suite B, Hammond, LA 70401
April 29, 2022**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:35 a.m.

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

Attendees

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

Absent: Liz Gary; Danielle Keys; Charlene Lilly; and Gary Porter

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director; Rebecca Soley, FPHSA/Executive Administration; Janet Gordon, HR Director, FPHSA/Executive Administration; Blake Williams, Guest

Prayer was offered by Mr. Lentz.

Agenda/Consent Agenda

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

Mr. Lentz made a motion adopting the agenda as presented; seconded by Ms. Pellichino.

The motion passed unanimously.

Excused Absences

Mr. Lentz made a motion excusing the absences of Ms. Gary, Ms. Keys, Ms. Lilly, and Rev. Porter; seconded by Mr. Cressy.

The motion passed unanimously.

Approval of Minutes

Ms. Pellichino made a motion adopting the March 25, 2022 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 April to members of the governing board. He outlined the following:

1. Legislative Audit – Our biannual audit opening conference was last week and the auditors are currently onsite conducting their business. They expect their work to be concluded by June.
2. Residential's Census – After years of reduced census at the residential unit due to covid and, more recently, due to major leadership changes we are beginning to ramp the program back up towards a full census. This is not only important as it provides services for more individuals in our community but represents a big difference in the revenue we were able to collect over the past two fiscal years.
3. DDS Funds – As we near the end of the fiscal year the developmental disabilities program is working on ensuring that contracts for individual support dollars are fully expended. Staff are currently working with all individuals with unexpended funds to determine whether they will be spent or whether those dollars should be reallocated to another individual in need.
4. Annual Report to the Board – The annual report from last fiscal year should be completed by next week and will be distributed to board members via email as well as posted on our website.
5. Mental Health Marketing Campaign – We will be kicking off a marketing campaign in the coming weeks, using grant funding, to encourage those in the community impacted by the pandemic, hurricanes, and other hardships to seek mental health services. The ads will direct people to a landing page on the website that will have resources and contact information not just for our own services, but also for others in our community.
6. First Responder Mental Health Training – Through the same grant we will be hosting a first responder mental health training some time in late June for first responders from agencies from across our region. The hope is that some of the agencies who have not truly embraced integrating mental health training completely into their curricula will begin to move more in that direction with a goal, at some point, of assisting with establishing crisis teams where resources allow.
7. State Employee Recognition Week (SERW) – SERW is May 1-7. The leadership team will be traveling to each of the clinics to recognize staff members for their hard work and dedication. State service awards and FPHSA state service awards will be issued during this time to eligible staff.
8. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for January 2022, February 2022, and March 2022 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; the number of SUN referrals submitted to State Office; and ACT421 referral/approval information.

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 January 2022, February 2022, and March 2022.

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

The motion passed unanimously.

Financial Report- April 2022:

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

Mr. Kramer reported that FPHSA’s current FY 2022 budget analysis, as of March 31, 2022, reflected a projected deficit. The Fiscal Department will continue to monitor revenues and expenditures closely in an effort to minimize or eliminate the deficit by fiscal year end. The board received a copy of the analysis for FPHSA’s operating budget and escrow budget.

Mr. Cressy made a motion to accept the Financial Report as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Board Business

Board Resolution-Executive Director Signature Authority

Mr. Kramer presented an updated resolution for the board to reconsider renewing granting him signature authority for Memorandums of Understandings (MOUs); Cooperative Endeavor Agreements (CEAs); and/or interagency and/or intergovernmental agreements and/or contracts. He reminded the board that the last resolution was signed in 2020 and some organizations are requesting a more recent resolution.

Mr. Cressy made a motion continuing to approve and authorize Richard J. Kramer, Executive Director, and the FPHSA Administration to enter into the following types of agreements on behalf of FPHSA: Memorandums of Understandings (MOUs); Cooperative Endeavor Agreements (CEAs); and/or interagency and/or intergovernmental agreements and/or contracts as deemed necessary in order to provide and/or enhance service delivery on behalf of FPHSA. By virtue of this board resolution, it is not required to bring these matters before the Board for approval prior to the signing and/or commitment to these agreements. Mr. Lentz seconded the motion.

The motion passed unanimously.

Financial Disclosure Statement

Dr. Metcalf reminded the board that the annual financial disclosure statements are due no later than May 15, 2022.

Board Member Fulfillment

Dr. Metcalf announced that Rev. Porter's term will expire at the end of May 2022 and is eligible to serve an additional term if reappointed by his respective parish authority.

Mr. Cressy made a motion recommending and supporting Rev. Porter be reappointed to serve an additional three-year term for continuity with the board's forward momentum and progress and that a letter of support be sent to the St. Helena Police Jurors on the board's behalf providing this recommendation; seconded by Mr. Lentz.

The motion passed unanimously.

Purchase Request Approval: Deterra Bags

Mr. Kramer presented a purchase request to the board for deterra bags exceeding the agency's internal approval threshold that requires board approval.

Mr. Lentz made motion approving the purchase of deterra bags as presented through LaSOR grant funds; seconded by Ms. Stafford.

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, May 27, 2022 at 9:30 a.m. It was also discussed that the board would not meet in June due to scheduling conflicts and that they would reconvene in July.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 10:13 a.m.; seconded by Mr. Cressy.

The motion passed unanimously.

Respectfully Submitted,



Rebecca Soley, Secretary

5/27/22

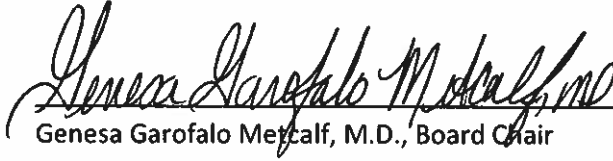
Date



Richard J. Kramer, Executive Director

5-27-22

Date



Genesa Garofalo Metcalf, M.D., Board Chair

5/27/22

Date