

Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
835 Pride Drive, Suite B, Hammond, LA 70401
July 28, 2023

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:37 a.m.

Rachelle Sibley conducted a roll call. A quorum was established.

Attendees

Governing Board: David Duplantier; Danielle Keys; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Gary Porter; and Carol Stafford

Absent: Liz Gary and Mona Pellichino

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director and Rachelle Sibley, FPHSA Chief Operating Officer

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 to accept the agenda as presented with adding the following agenda items under XI. Board Business: "B. Board Member Voting/ Role/ Presence January-July 2023" and "C. Livingston Parish Board Member Vacancy"; seconded by Ms. Keys.

The motion passed unanimously.

Excused Absences

Ms. Keys made a motion excusing the absences of Ms. Gary and Ms. Pellichino; seconded by Ms. Stafford.

The motion passed unanimously.

Approval of Minutes

Mr. Lentz made a motion adopting the May 26, 2023 minutes as written; seconded by Ms. Keys.

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

1. Residential Substance Use Program Grant – Last month FPHSA was awarded a \$600,000 grant from the Office of Behavioral Health to help establish a residential substance use program for pregnant women and women with dependent children. This initial funding is for help in purchasing or renovating a structure to house such a program. Meetings are scheduled over the next several weeks with potential providers to identify who is willing and able to establish this program to serve the citizens of our region.
2. CARF Accreditation Update – We have officially submitted the corrective action plan related to our CARF survey earlier in the year. It has been accepted and our accreditation is in effect for the next three years.
3. Primary Care Partnership – A meeting was held this week with a potential partner for primary care services to explore whether a partnership would be in the interests of both organizations. This organization's values and services are very much aligned with the direction that our organization is going and this partnership may help us accelerate some of our priorities. A non-disclosure agreement is being drafted so that we may begin sharing information to determine if an arrangement can be agreed upon.
4. Mobile Unit License – After several months of working with licensing to license the mobile unit, licensing has now decided that the unit does not need its own license to operate. We have been informed that it can be licensed under our existing clinic license. The final touches are being made to our wrap design for the unit. Once the wrap is complete we will be ready to begin rolling it out to provide services to the community across our region, increasing access to care.
5. Electronic Health Record Update – Almost exactly a year after our implementation of our new electronic health record we have finally been able to submit the required reports to LDH. Much work was done on this project as most EHRs are not set up to be able to report the type of data that is required in these monthly reports. There are still some minor kinks to work out but there has now been substantial progress and a major milestone hit.
6. Safe Haven Campus – A meeting with representatives of St. Tammany Parish Government took place earlier this week to discuss the future of the Safe Haven campus. It was proposed that St. Tammany Parish and FPHSA enter into a cooperative endeavor agreement whereby FPHSA agrees to take over management and oversight of the health care operations at Safe Haven. There are still many details to be worked before it is clear whether this plan is viable but it has potential to put us in a position to bring to that campus the services that were promised almost a decade ago when it was first announced. Transferring oversight to FPHSA also has the potential benefit of opening up additional funding sources as well as the possibility of making it a regional project for the entire Florida Parishes area rather than just a St. Tammany project.
7. Mobile Opioid Unit Program Discontinued – The Mobile Opioid Unit, which had been a program provided through Volunteers of America using State Opioid Response grant funds, has been discontinued as of June 30 and will be replaced by a Jail Inreach program. Over time it appeared that the majority of success that the mobile team was having was related to jail inreach and the amount of funding required for the mobile team to continue was not available or justifiable based on the impact it was able to make. The new program is much

less costly and the remaining funds will be used for other opioid use related efforts such as supporting medically assisted treatment.

8. DDS Expenditures – The Developmental Disabilities staff has again surpassed the LDH standard for the year in expenditure of individual support and flexible family fund dollars with 99% of funding spent.
9. Denham Springs Behavioral Health Clinic Expansion – As mentioned in our previous meeting, we did come to an agreement with the landlord in Denham Springs to lease the adjoining suite and expand the space there. Planning is underway for the minor renovations to connect the existing clinic to the suite next door and we hope to have that work done by the end of the quarter.
10. CCBC Application Status Update – We continue to await word on our Certified Community Behavioral Health Clinic application with SAMHSA. Announcements are expected some time in the month of August.
11. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for April, May, and June 2023 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new requests, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; 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.
12. 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 in April, May, and June 2023.

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

The motion passed unanimously.

Financial Report- July 2023:

Fiscal Year 2023 (July 1, 2022 through June 30, 2023)

Mr. Sibley indicated that the Fiscal Department has been working diligently to get all invoices in and paid for goods received and services rendered prior to June 30th as well as other financial information documented as required to ensure the proper closeout of FY 2023. She also disseminated a copy of the projected escrow analysis as of July 27, 2023.

Fiscal Year 2024 (July 1, 2023 through June 30, 2024)

FPHSA's FY 2024 budget at the appropriated level increased by one percent in our budget allocation as compared to the agency's FY 2023 final budget. Ms. Sibley provided the board with a FY 23 and FY 24 Budget Comparison report.

Ms. Keys made a motion to accept the Financial Report as presented; seconded by Rev. Porter.

The motion passed unanimously.

Board Business

Policy Review

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

Ms. Keys made a motion approving Policy 017 Executive Limits- Communication with and Support to the Board as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Board Member Voting/ Role/ Presence January-July 2023

Dr. Metcalf provided a board member attendance overview since January 2023.

Livingston Parish Board Member Vacancy

Ms. Stafford has a few individuals in mind that might possibly be a good fit in serving on the board and will work closely with FPHSA Administration to verify their qualifications and determine their interest.

Confirmation of the Next Meeting

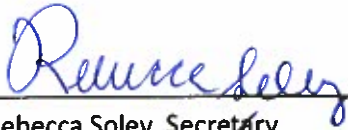
It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, August 25, 2023, at 9:30 a.m. at the FPHSA Headquarters in Hammond.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 10:41 a.m.; seconded by Ms. Keys.

The motion passed unanimously.

Respectfully Submitted,



Rebecca Soley, Secretary

8/25/23

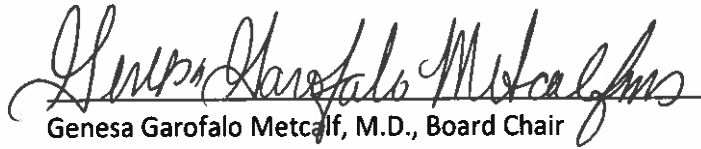
Date



Richard J. Kramer, Executive Director

7-25-23

Date



Genesa Garofalo Metcalf, M.D., Board Chair

8/25/23

Date