

Florida Parishes Human Services Authority
Governing Board Meeting
August 22, 2014
835 Pride Drive, Suite B
Hammond, LA 70401
9:30 A.M. – 12:00 P.M.

Mary Pirosko, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:30 a.m.

Varetta Spears conducted a roll call. A quorum was established.

In attendance

Board Members: David Cressy; Linda Deamer-Hart; Rubby Douglas; Mary Pirosko; Jan Robert; Thomas Zachary, Jr.

Absent: Cheryl Klein; Edward Ratcliff; Ligia Soileau

FPHSA Staff / Guests: Melanie Watkins, Executive Director; Trent Myers, Administrative Director; Tina B. Linder, HR Director; Dr. Schoener LaPrairie, MHS; Dr. Tra Ladner, MHS; Janise Monetta, DDS; Sue Hutti, ADS; Rachelle Sibley, FPHSA Administration; Rebecca Soley, FPHSA Administration; Varetta Spears, FPHSA Administration; Courtney Phillips, Department of Health & Hospitals (DHH)

Prayer was offered by Ms. Deamer-Hart.

Excused Absences:

Mr. Zachary made a motion to excuse the absences of: Ms. Cheryl Klein, Mr. Edward Ratcliff, and Ms. Ligia Soileau; seconded by Ms. Robert.

Roll call vote unanimous; motion carried.

Review/Approval of Minutes:

Ms. Deamer-Hart made a motion to accept the minutes of the previous meeting with noted corrections; seconded by Ms. Robert.

Roll call vote unanimous; motion carried.

Questions and Comments from the audience:

Ms. Pirosko welcomed all in attendance and extended an opportunity for public input.

Ms. Watkins introduced Courtney Phillips, DHH Deputy Secretary. She explained that Ms. Phillips is visiting with all districts/authorities and meeting with their boards across the state.

Members of the board gave a brief description of their background, explaining their affiliation to the board, as well as their parish represented.

Ms. Phillips explained that due to her schedule and time constraints, she is not afforded the opportunity to visit with the districts/authorities and their boards on a regular basis. She gave an update on some of the things going on at the DHH office following the close of the legislative session. Ms. Phillips reported that Request for Proposal (RFP) for Behavioral Health, a Medicaid Managed Care program was recently released. She explained that the state is moving from a split model to a full pre-paid model. She added that this model will allow all of the members to be paid for on a per-member, per-month basis. Ms. Phillips also expounded briefly on budget and waiver services related to the districts/authorities. She discussed health outcomes, which is being promoted across the state. Ms. Phillips entertained questions from the board.

Executive Director’s Report:

A preliminary copy of the Executive Director’s Report was submitted to the board electronically prior to the meeting for review, as requested by the board. Melanie Watkins submitted a formal copy of the Executive Director’s Report for August to members of the governing board. She outlined the content which included:

1. Update on the Strategic Planning meeting held on July 18, 2014. Ms. Watkins reported that the preliminary reports from Mr. Cory Sparks, facilitator, have been received and disseminated to the board for review.
2. Update on “Same Day/Next Day Access”. Ms. Watkins reported that continued efforts are ongoing toward the implementation of Same Day/Next Day Access. She reported that weekly meetings have been conducted to assess the agency’s needs and work toward developing the workflow in the clinics to ensure that this endeavor is successful. Ms. Watkins said that recently two Medical Psychologists were hired in St. Tammany Parish in order to meet the prescribing needs, and the Mandeville clinic will be realigning staff into teams for the team-based care approach as recommended by the consultants from the National Council for Behavioral Health. She said that the proposed changes are impacting the physical space at the Mandeville clinic; therefore, changes are forthcoming within the facility to accommodate the new workflow. She said some staff will be relocated to the Slidell clinic to better utilize the space at that clinic, as well as free up space at the Mandeville clinic. Ms. Watkins said that the point of entry or access for services for new cases will only be at the Mandeville clinic. She said that the goal is to ensure that a fluid workflow is developed, as well as preparing and training the staff for the changes to come and informing the persons served of the upcoming

changes so they will know what to expect as the agency moves forward with this endeavor. Ms. Watkins said that there are various work group meetings occurring regarding the further development of the recommendations by the National Council consultants. She reiterated that the work being performed in these meetings are vital with regards to improving the behavioral health services in St. Tammany Parish. Ms. Watkins said that it is through these various work group committees that we hope to enhance and strengthen the working relationships with community partners toward the goal of an improved coordinated service delivery system. In an effort to keep the board informed, Ms. Watkins made them aware that another grant application is being submitted to Baptist Community Ministries (BCM) to request additional funding for the further development and implementation phase of the St. Tammany initiative, which will also include funds for training.

3. Update on Dr. Ladner's position. Ms. Watkins reported that as mentioned at last month's meeting, Dr. Ladner has been working in the Bogalusa Mental Health Clinic (BMHC) over the course of the past several months on a part time basis providing direct care services and treatment in her role as a Medical Psychologist, in addition to her duties as the FPHSA Mental Health Services Director. She announced that Dr. Ladner has recently accepted a full-time position at BMHC and will be serving in the capacity of Medical Psychologist. Ms. Watkins said that Dr. Ladner has agreed to continue to assist the agency with the duties of the Mental Health Services Director until such time as a new candidate for that position is selected. Ms. Watkins said that Dr. Ladner is considered to be a tremendous asset within the agency and commended her for her willingness to undertake projects and tasks necessary to move the agency forward.
4. Update on the contract with DHH. Ms. Watkins reported that as mentioned last month, staff has been working diligently with DHH and the other districts and authorities to finalize the contract between DHH and the local governance entities. She reported that they have continued to work on the contract at the Human Services Interagency Council (HSIC) meetings.
5. Update on the electronic health records (EHR). Ms. Watkins reported that FPHSA key staff continues to explore other possible electronic health records as viable alternatives to Clinical Advisor and anticipate making a selection in September.
6. Update on recent visit with Magellan. Ms. Watkins reported that on August 7, 2014, the executive directors for districts and authorities met with key leaders of Magellan. She said that the purpose of the day-long meeting was to brainstorm and discuss the needs, gaps in services, and methods that these issues could be addressed. She said that on August 14, 2014, FPHSA staff met with Magellan's Chief Financial Officer and discussed various issues and concerns in an effort to work through matters to enhance billing efficiencies and to ensure rapid payments. Ms. Watkins said that these face-to-face

personal meetings enabled the agency to have more direct exchange with Magellan, as well as to express issues and concerns as the agency continues to move forward under managed care.

7. Ms. Watkins reported that September is “Recovery Month”. She displayed t-shirts the agency made available for the staff to promote awareness and recovery.
8. Ms. Watkins reported that the agency had a site visit from Health Resources and Services Administration (HRSA). She explained that “HRSA” is a division of the US Department of Health and Human Services, which assists with the recruitment of staff for health shortage areas through the National Health Service Corps. She said the agency recently applied to serve as a HRSA site in an effort to recruit clinical staff to our area.

Ms. Pirosko indicated that Senator Nevers requested that an update on the agency’s fiscal information be sent to him in an effort to keep him informed on behalf of the agency. She suggested that a meeting be scheduled prior to the next legislative session.

Ms. Douglas made a motion to approve the Executive Director’s Report for August; seconded by Mr. Cressy.

Roll call vote unanimous; motion carried.

Committee Reports:

Financial Report:

A preliminary copy of the Financial Report for the month of August was electronically submitted to the board for review prior to the scheduled monthly meeting. Ms. Sibley, FPHSA’s Chief Financial Officer, submitted the following report: Magellan Monthly Targets versus Projected Targets. She explained the details of data contained in the report. Ms. Sibley reported that FPHSA’s final fiscal year 2014 finance reports will be available at the October board meeting. She explained that the final fiscal year-end reports are not made available to the agency until September or October due to the close of the fiscal year, which occurs mid-August. Ms. Sibley explained that the delay allows time for the Office of Statewide Reporting and Accounting Policy (OSRAP) and the State Treasury Office (STO) to reconcile the record books. She reported that as of August 14, 2014, the agency transferred \$21,369 from the escrow account to cover fiscal year 2014 expenditures and provided an update on the balance remaining in the escrow account. Ms. Sibley reported that it is not anticipated that additional funds will be needed from the account. She explained that the agency does not typically complete the first official budget analysis for the current fiscal year until the end of the first quarter. She explained that this allows time for a better baseline to be established for projecting future revenue and expenditures. Ms. Sibley assured the board that the fiscal department reviews and monitors collections and expenditures during this time period. She provided an update on collections, as well as the projected collections for fiscal year 2015 from Magellan.

Mr. Zachary made a motion to accept the Financial Report for the month of August; seconded by Ms. Deamer-Hart.

Roll call vote unanimous; motion carried.

Old Business:

Board Policies:

The following policies were submitted to the board electronically for review, prior to the regularly scheduled meeting:

- Policy No.: 041 – Executive Director Linkage
- Role of the Board Member
- Policy No.: 005 – Executive Limits – Treatment of Consumers
- Policy No.: 019 – Executive Limits – Ends Focus of Grants or Contracts

Mr. Cressy made a motion to accept Policy No.: 041 – Executive Director Linkage; seconded by Ms. Robert

Roll call vote unanimous; motion carried.

Mr. Cressy made a motion to accept policy, Role of the Board Member, as amended; seconded by Ms. Douglas.

Roll call vote unanimous; motion carried.

Ms. Robert made a motion to accept Policy No.: 005 – Executive Limits – Treatment of Consumers; seconded by Mr. Zachary.

Roll call vote unanimous; motion carried.

Mr. Cressy made a motion to accept Policy No.: 019 – Executive Limits – Ends Focus of Grants or Contracts; seconded by Ms. Deamer-Hart.

Roll call vote unanimous; motion carried.

Strategic Planning

Strategic Planning material from Mr. Cory Sparks was electronically sent to the board for review prior to the governing board meeting. Ms. Piroso reiterated that the material from Mr. Sparks included follow up notes, as well as suggested material, as a result of the board development meeting held in July. It was concluded by the board that sub-groups appointed during the session convene prior to the next meeting to discuss the materials provided by Mr. Sparks.

IT Migration:

Mr. Myers presented an overview of the FPHSA IT domain migration and explained the details necessary for the implementation of this task. He explained the functions, process, the advantages and challenges of managing the domain, and the timeline for completion.

Ms. Pirosko reminded staff of upcoming Ethics training due for renewal.

New Business:

None

Confirmation of the next meeting

The next meeting was confirmed to be September 26, 2014.

Ms. Deamer-Hart made a motion to adjourn; seconded by Mr. Cressy.

Roll call vote unanimous; meeting adjourned.