

**Florida Parishes Human Services Authority**  
**Governing Board Meeting**  
**March 28, 2014**  
**835 Pride Drive, Suite B**  
**Hammond, LA 70401**  
**9:30 A.M.**

Mary Pirosko, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:45 a.m.

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

In attendance:

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

**FPHSA Staff / Guests:** Melanie Watkins, Executive Director; Trent Myers, Administrative Director; Tina B. Linder, HR Director; Dr. Schoener LaPrairie, MHS; Dr. Tra Ladner, MHS; Sue Hutti, ADS; Janise Monetta, DDS; Rachelle Sibley, FPHSA Administration; Rebecca Soley, FPHSA Administration; Varetta Spears, FPHSA Administration; Diane Baham, STARC; Mark Baham, STARC; Suzanne Bourgeois, STARC.

Prayer was offered by Ms. Diane Baham.

**Excused Absences:**

Mr. Zachary made a motion to excuse the absences of Mr. Cressy, Ms. Klein, Ms. Soileau, and Mr. Ratcliff; seconded by Ms. Deamer-Hart.

Roll call vote unanimous; motion carried.

**Review/Approval of Minutes:**

Ms. Robert made a motion to accept the minutes of the previous meeting as written; seconded by Ms. Deamer-Hart.

Roll call vote unanimous; motion carried.

### **Comments & Questions:**

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

Ms. Pirosko introduced Ms. Diane Baham and staff, Ms. Suzanne Bourgeois and Mr. Mark Baham from STARC.

Ms. Baham, Executive Director of STARC gave a brief history and overview of the services provided by the agency. Ms. Baham also showed a power point of the programs and job training that STARC provides for the clients. She explained that STARC's goal is to help people with intellectual and developmental disabilities by providing a lifetime of Services, Training, Advocacy, Resources and Community Connections, for individuals with disabilities.

Ms. Baham presented framed artwork that was painted by a client of STARC to Ms. Pirosko, Board Chair. Ms. Baham thanked FPHSA staff for the services they provide to the community.

### **Executive Director's Report:**

Melanie Watkins submitted a copy of the Executive Director's Report for March to members of the governing board. She outlined the content which included:

- ❖ Update on the Legislative Audit. Ms. Watkins reported that at the board meeting last month it was reported that the Legislative Auditor's request for information was complete and expected to be receiving a final report in the near future; however, as of Thursday, March 27, 2014, staff continue to receive requests for information from the auditors. Ms. Watkins reported that as mentioned previously, the auditors are following up with regards to the previous audit report issued on August 14, 2013, regarding the implementation of the Louisiana Behavioral Health Partnership (LBHP).
- ❖ Update on the legislative session. Ms. Watkins reported that with the recent opening of the legislative session, the agency's staff have been receiving and complying with numerous requests for information. She said in addition, staff has had to submit ongoing reports on a weekly basis, such as the number of vacant positions, the date the position became vacant, as well as means of financing for each position. Ms. Watkins reported that on Tuesday, April 1, 2014, she along with key staff is scheduled to attend the House of Appropriations Committee (HAC) hearing for House Bill 1, which is the Appropriations bill. She said on Wednesday, April 2, 2014, she and staff are scheduled to attend the Senate Finance Committee hearing on the budget.
- ❖ Update on the Coordinated System of Care (CSoC). Ms. Watkins reported that FPHSA's staff has been actively involved with "spreading the word" regarding the upcoming roll-out of the CSoC for this area. She explained that they have convened in meetings in every parish, as well as the selection committee meeting held last Monday, March

24, 2014, to develop the Wraparound Agency (WAA) selection process. Ms. Watkins reported that on April 4, 2014, a meeting is scheduled at the Louisiana Workforce Commission Conference Center in Hammond to hear presentations by the various applicants and to select the WAA. She explained that after the selection process, the WAA will be required to submit an application packet to the Department of Health & Hospitals (DHH)/Office of Behavioral Health (OBH) and for Magellan to review, so that the agency can then be certified as the WAA for this area. Ms. Watkins said that there will be training for the WAA and their staff, with the goal of CSoc implementation in this area by June or July, 2014.

- ❖ Update on St. Tammany Parish needs assessment process. Ms. Watkins reiterated that some of FPHSA staff recently participated in the St. Tammany Parish needs assessment process regarding behavioral health services for the parish. She explained that the Louisiana Public Health Institute (LPHI) is coordinating the assessment process with consultants from the National Council for Community Behavioral Health Care. The anticipated goal date for their report is April 9, 2014.
- ❖ Report on Readiness Site Visit. Ms. Watkins reported that on March 18, 2014, she attended the readiness-site-visit for the Imperial Calcasieu Human Services Authority in Lake Charles, LA, along with Senior DHH staff. She said that the team met with the agency's staff and their board to assess their "readiness" for Phase III. She explained that as the new districts and authorities come on board, site visits are conducted at each location, which involves an extensive review of their policies and procedures, as well as observing them in action on site. She indicated that they also observed their board meeting which was scheduled that evening. Ms. Watkins said that a report is subsequently developed and sent to the DHH Secretary for final review and approval. She said that this is required before the funding can be transferred from DHH to their local governance entity.
- ❖ Report on monitoring site visit from DHH/OBH & Office for Citizens with Developmental Disabilities (OCDD). Ms. Watkins reported that DHH/OBH & OCDD visited the agency on March 27, 2014 for a monitoring site visit related to the Accountability and Implementation Plan (AIP). She explained that the AIP is attached to the Memorandum of Understanding (MOU) between the various districts/authorities and DHH. She added that as DHH moves more into the role of a monitor and providing technical assistance, they will be conducting annual site visits across the state to ensure that each provider is in compliance with the MOU and funding is being expended responsibly. Ms. Watkins said that since the agency's budget funding flows through DHH, they are responsible for monitoring and reporting to the legislature. She reported that it will take approximately 30 days for the written report from DHH. Ms. Watkins reported that this was the initial site visit for OBH, and

they considered this to be a preliminary visit in preparation for next year since some of the many data elements and factors listed in the current AIP are in the process of being revised.

- ❖ Funding Update. Ms. Watkins reported that from contact with other Executive Directors, as well as interface with DHH at the recent Human Services Interagency Council (HSIC) meeting, it is apparent that there has been much interest and discussion regarding how resources are allocated and the need for a formalized Resource Allocation Formula to ensure equitable funding for Local Governing Entities (LGEs) across the state. Ms. Watkins said that as newer LGEs become more vocal and active in the budget process, it has created a lot of interest among various legislators regarding the issue of how funding is determined and ultimately distributed.
- ❖ Ms. Watkins reported that on March 24, 2014, she along with Mary Pirosko, Linda Deamer-Hart and Rachelle Sibley attended the Tangipahoa Parish Council meeting in Amite to give a brief update on the agency. She said that the group was very well received. Ms. Watkins said that the parish council commended Ms. Pirosko and Ms. Deamer-Hart for sharing information with the council, as well as for their active participation on the FPHSA board on behalf of the parish. A brief news clip was shared with the board, which aired on Action News 17. The news clip was an interview with Ms. Pirosko and Ms. Watkins as they exited the meeting.

Ms. Deamer-Hart made a motion to accept the Executive Director's Report; seconded by Ms. Douglas.

Roll call vote unanimous; motion carried.

### **Committee Reports:**

#### **Financial Report:**

Ms. Pirosko deferred to Ms. Sibley for the Financial Report for March. Ms. Sibley submitted the following reports: Monthly Budget Report for month ending February 28, 2014 and Magellan Monthly Target versus Projected Target. She explained the details of data contained in each report. Ms. Sibley reported that as of Friday, March 28, 2014 the agency was given the approval by Magellan to process third party billing; however, the agency continues to work diligently with Magellan to resolve billing issues with private-pay clients. Ms. Sibley said that there are outstanding payments to collect from third parties; however, she said that the agency does not expect to recoup all of the outstanding debt due to the age of the outstanding receivables.

Motion to accept the Financial Report was deferred until the next meeting due to lack of a quorum present at the time of the vote.

**Ad Hoc Bylaws Committee**

The Ad Hoc By laws Committee was deferred until the next meeting.

**Old Business:**

None

**New Business:**

**Policy 041- "Board- Executive Director Linkage":**

Policy 041 – "Board Executive Director Linkage was deferred until the next meeting.

**Confirmation of the next meeting**

The next meeting was confirmed to be April 25, 2014.

The meeting was adjourned.