

Florida Parishes Human Services Authority
Governing Board Meeting
May 23, 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 9:31 a.m.

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

In attendance

Board Members: David Cressy; Linda Deamer-Hart; Rubby Douglas; Cheryl Klein; Mary Pirosko; Edward Ratcliff; 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; Janise Monetta, DDS; Rachelle Sibley, FPHSA Administration; Varetta Spears, FPHSA Administration;

Prayer was offered by Ms. Douglas.

Excused Absences:

Mr. Ratcliff made a motion to excuse the absence of Ms. Ligia Soileau; seconded by Ms. Douglas.

Roll call vote unanimous; motion carried.

Review/Approval of Minutes:

Mr. Zachary made a motion to accept the minutes of the previous meeting; seconded by Mr. Ratcliff.

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.

Executive Director's Report:

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

- ❖ Update on the legislative session. Ms. Watkins reported that the legislative session will be ending on June 2, 2014 and there has been much activity surrounding HB 1, the budget for the next fiscal year, which begins on July 1, 2014. She reported that the agency may receive additional funding for the Developmental Disabilities Services, as the Louisiana Developmental Disabilities Council, Families Helping Families, and other stakeholders have been advocating on behalf of the agency for increased funding. Ms. Watkins reported that the certainty of the funding will not be known until the budget is approved. She said as mentioned previously, the Department of Health & Hospitals (DHH) has been in the process of trying to develop a resource allocation funding formula for a more equitable distribution of funding across the districts and authorities to present to the legislature. Ms. Watkins said that even if the formula is accepted, DHH is recommending that there be no shift in current funding levels. She said that it is their recommendation that it would only be implemented as new funding becomes available. Ms. Watkins explained that if that happens, then the districts/authorities determined to be under-funded would receive funding first, in order to backfill their budgets until such time as the funding is deemed more equitable, based on the new funding formula. She said that as of May 15, 2014, DHH indicated that it is estimated that it would take approximately \$22 million to bring underfunded districts/authorities up to a level of equality.
- ❖ Staff trainings. Ms. Watkins reported that FPHSA staff has been involved in numerous trainings over the course of the past month as part of the annual emergency preparedness efforts in coordination with DHH. She indicated that all staff that is assigned to the Medical Special Needs Shelters, Command Centers, etc., had several additional on-line and face-to-face trainings required this year. She added that in addition, FPHSA provided the annual in-house training on May 9, 2014 to prepare the teams in the event they are called upon for service. Ms. Watkins explained that the in-house training also offers them the opportunity to network with their team members prior to a crisis or declared emergency.
- ❖ Update on the National Council for Behavioral Health Care. Ms. Watkins reported that the week of May 12, 2014, staff from FPHSA had training with the consultant from National Council for Behavioral Health Care. She added that on May 15, 2014, staff from FPHSA participated in the “Visioning and Planning “day, along with other community members on the St. Tammany Parish Behavioral Health Taskforce. It was a day-long meeting, with various break-out sessions, to further develop the ideas presented by the consultants. Ms. Watkins said that although these training efforts are primarily focused on St. Tammany Parish, FPHSA staff intends to incorporate and implement any changes made across the service delivery area in all five parishes

served by the agency. Ms. Watkins said there will be an enhanced benefit for the agency as a whole.

Ms. Watkins commended Ms. Robert for her presentation at the annual meeting of National Alliance on Mental Illness (NAMI) of St. Tammany. She said that Ms. Robert gave an overview of the St. Tammany Parish Behavioral Health Taskforce and shared plans to be implemented by the group.

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

Roll call vote unanimous; motion carried.

Committee Reports

Financial Report:

Ms. Pirosko deferred to Ms. Sibley for the Financial Report for May. Ms. Sibley submitted the following reports: Monthly Budget Report for month ending April 30, 2014 and Magellan Monthly Target versus Projected Target. She explained the details of data contained in each report. She gave a brief update on the agency's billing and collection status. Ms. Sibley reported that staff is making every effort to reduce expenditure cost across the agency; however, the agency will face a deficit this fiscal year.

Ms. Robert inquired about opportunities available for the agency to collect claims that have been denied due to timely filing limits. She also suggested that the agency seek other opportunities to increase revenue in an effort to offset the deficit the agency faces. Ms. Sibley responded that request have been submitted to Medicaid for exemption of timely filing limits by the Office of Behavioral Health (OBH) and Magellan to allow the agency to collect on the denied claims. She responded in reference to Ms. Robert's suggestion that staff are in the process of seeking other sources to increase funding for the agency, such as grants. During a discussion among the members of the board, it was suggested that a priority list be set up to match the services the agency is in need of and seek grants available to meet the needs of the agency.

Mr. Cressy made a motion to accept the Financial Report for the month of May; seconded by Mr. Zachary.

Roll call vote unanimous; motion carried.

Ad Hoc Bylaws Committee:

The revisions to the bylaws were tabled until the next meeting.

Old Business:

Policy 041- “Board- Executive Director Linkage”:

Policy 041 – “Board - Executive Director Linkage” was tabled until further notice.

St. Tammany Parish Behavioral Health Taskforce:

Ms. Watkins gave a brief overview of the St. Tammany Parish Behavioral Health Taskforce initiative in collaboration with National Council for Behavioral Health Care. She indicated that the implementation of the “Same Day, Next Day” initiative within the agency will alter the way the agency currently provides services. She reported that this change in service is expected to start in September 2014. She deferred to Dr. Ladner to further elaborate.

Dr. Ladner announced that the training implemented by the National Council for Behavioral Health Care was excellent and there was excellent participation from staff. She explained that although the agency may face some problems during the implementation of the “Same Day, Next Day” plan to be implemented, staff is committed to working through all obstacles.

Dr. LaPrarie also commented on the recent training staff underwent and the effects the implementation of the “Same Day, Next Day” plan will have on the agency and the population served. She explained that internal renovations are being implemented in preparation for the initiative. Dr. LaPrairie said that the National Council for Behavioral Health Care was instrumental in helping the agency reset priorities to work together as a team. In response to a question from Mr. Zachary regarding co-occurring disorders, Dr. LaPrairie responded that services will be integrated once the behavioral health license are received. She expressed concerns regarding electronic medical records in the event Clinical Advisor is no longer available through Magellan. Dr. LaPrarie said that staff is exploring funding for electronic medical records to ensure a back-up plan is in place that would more effective for the agency.

Board Retreat:

The board discussed rescheduling the board retreat, which was originally scheduled for June 6, 2014, due to scheduling conflict. Members of the board concluded that the following dates are open for the board retreat: July 11, July 14, or July 18, 2014, depending on the availability of the moderator for the event. It was determined that the event will be held at the administrative office on Pride Drive, Hammond, LA.

New Business:

Board Review: “Role of the FPHSA Board Member”:

The “Role of the FPHSA Board Member” was adopted by the board on April 26, 2013, and presented to the board for review.

Mr. Cressy made a motion to table the following policies of the board: “Role of the FPHSA Board Member” and “Board- Executive Director Linkage”; seconded by Ms. Robert.

Roll call vote unanimous; motion carried.

Ms. Robert made a motion that the following information is discussed during the Strategic Planning process scheduled at a later date: development of the meeting agenda; information the board members receive during its monthly meeting.

Roll call vote unanimous; motion carried.

Policy No. 160 – Use of Escrow Funds:

Mr. Cressy made a motion to approve Policy No. 160- Use of Escrow Funds with recommended changes; seconded by Mr. Ratcliff.

Roll call voting as follow: voting yes: Mr. Cressy, Ms. Deamer-Hart. Ms. Klein, Ms. Pirosko; voting no: Mr. Zachary, not present for the vote: Ms. Robert; motion carried.

Escrow Funds Request:

Ms. Watkins submitted Escrow Funds Request form, requesting an emergency funds contingency plan to prevent an overall deficit situation of appropriated funding. She explained that the funding is needed to continue operations and service provisions through the end of 2014 fiscal year.

Ms. Deamer-Hart made a motion to accept the Escrow Funds Requested; seconded by Mr. Cressy.

Roll call vote unanimous; motion carried.

Policy 015-Executive Limits – “Compensation and Benefits”:

Mr. Cressy made a motion to approve Policy 015-Executive Limits “Compensation and Benefits” as previously adopted by the board; seconded by Mr. Ratcliff.

Roll call vote unanimous; motion carried.

Ethics Training:

Ms. Pirosko requested members of the board to submit supporting documentation for past due ethics training, as well as, reminded staff of upcoming ethic trainings that will expire soon.

Confirmation of the next meeting

The next meeting was confirmed to be June 27, 2014.

Mr. Cressy made a motion to adjourn; seconded by Ms. Douglas

Roll call vote unanimous; meeting adjourned.