Board of Trustees

Mental Health Advocacy Service

June 7, 2014

Children’s Hospital, Board Room A

200 Henry Clay Avenue

New Orleans, LA

10:00 am – 12:00 pm

Present: Kevin Robshaw (Executive Director, non-voting); George Daul, Martin Drell, Robert Garda, David Katner, Hector Linares, Paul Race, Steve Scheckman

1. **Review of minutes from last meeting:**  Deferred until next meeting.
2. **Legislative Update:** Kevin Robshaw reviewed HB 1061/Act 354 creating a Louisiana Child Representation System and Child Protection Representation System. Kevin Robshaw also reviewed legislative changes to the procedure for obtaining a Physician’s Emergency Certificate (PEC).
3. **Review of Budget:** Kevin Robshaw reviewed the current budget for FY 2014 as well as the Budget for FY 2015 contained in HB 1. Kevin Robshaw distributed documents entitled Summary of Adjustments from the Executive Operating Budget and Line Item Expenditures from the Executive Budge Recommendation and discussed the impact of the organization’s lease on the budget.
4. **Review of MHAS employee handbook, policy guidelines, rules and regulations:** Kevin Robshaw distributed copies of the MHAS Employee Handbook, mission statement, and the table of contents of MHAS policies. The Board discussed the statutory requirement related to the development of policy guidelines, rules and regulations for the organization subject to approval of the Board in accordance with La. R.S. 28:64. Hector Linares moved and George Daul seconded that the current employee handbook, policy guidelines and mission statement be adopted on an interim basis pending final approval at the next Board meeting upon review of the full documents that are to be distributed to the Board electronically. The motion passed unanimously.
5. **Old Business:** Robert Garda reminded Board members that personal financial disclosure statements from Board of Trustee members are past due and encouraged board members to turn them in as soon as possible.
6. **New Business:** Kevin Robshaw discussed the creation of pilot project in the New Orleans Office for more detailed tracking of employee time.

Next meeting to be held on August 16, 2014.