

**South Central Louisiana Human Services Authority
Board Meeting Minutes
December 4, 2014**

Members Present: Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Lynne Farlough (St. John), and Danny Smith (Terrebonne).

Members Absent: Gordon Landry (Terrebonne)

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Melicia Lemoine (HR Director), Wesley Cagle (DD Director), Eldred Smith (IT Director), Carlos Amos (DD), Raymond Menard (DD) and Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairperson Viola Daigle called the meeting to order at 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Mrs. Karen Lentini led the prayer and Mr. Herbert Barnes led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the November 13, 2014 meeting were reviewed. Mr. Ray Nicholas motioned to approve the minutes of the November 13, 2014 Board Meeting, seconded by Mrs. Karen Lentini, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Update on St. Mary and St. James Board Positions:</u> Ms. Schilling reported St. Mary and St. James Parish Council were contacted, no response to date.</p>
Executive Director Report:	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Award of Behavioral Health RFP:</u> Ms. Schilling reviewed the announcement from DHH regarding DHH's plans to integrate Behavioral Health Services into Medicaid Management Care Plans. Behavioral Health Services currently provided through the Louisiana Behavioral Health Partnership (LBHP) will be incorporated into the five Bayou Health Plans by 2015. This matter was discussed at the last HSIC meeting and ED's of each HSD/HSA were requested to submit questions, concerns, ideas and recommendations for the transition process. An 8 page document was submitted to DHH and will be on the Agenda for discussion at the upcoming December HSIC meeting. Ms. Schilling will share further information with the Board upon receipt. • <u>Regional Crisis Response Team:</u> Ms. Schilling reviewed the plans to institute a Regional Crisis Response Team after January 1, 2015. The teams will consist of a Bayou Team (1 Counselor and 1 Resource Specialist) and a River Parishes Team along with a Program Director and clerical position. Teams need to be in place and active for the Bayou Health Plan implementation. • <u>Addition of Second Primary Care Nurse Practitioner:</u> Ms. Schilling gave a brief update on the hiring of a second Primary Care Nurse Practitioner. The current NP will be split between the TBHC and SMBHC and the second NP will be split between LBHC and RPTC. • <u>Smoking Cessation Trust:</u> Ms. Schilling reviewed the "Frequently Asked Questions" regarding the Smoking Cessation Trust. Ms. Schilling noted that reimbursement funding will be available for AD counseling. Program is currently operating under the Pharmacy and is going very well. • <u>Electronic Health Record Selection Process:</u> Ms. Schilling gave a brief update of the Electronic Health Record Selection Process. Ms. Schilling noted that the selection has been narrowed down to 2 providers and the decision will be forthcoming within the next week. A contract needs to be signed by December 31, 2014 for the Meaningful Use Component funding. Ms. Schilling stated Board approval is needed to enter into a contract not to exceed \$100,000 with 1 of the 2 providers for the EHR.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<p>Mr. Ray Nicholas entertained a motion to allow Ms. Schilling to sign a contract by December 31, 2014 with a provider, not to exceed \$100,000, to purchase an EHR and that the selection be one for the best interest of the SCLHSA, seconded by Mrs. Lynne Farlough, motion carried. Upon selection of the provider, the information will be forwarded to the Board members.</p> <ul style="list-style-type: none"> • <u>Commercial Insurance Status Report</u>: Ms. Schilling reviewed the Commercial Insurance Status Report and noted there are plans to meet with the Bayou Health Coordinators to discuss entering into an agreement and begin credentialing. <p><u>5% Contract Reduction</u>: Ms. Schilling reviewed the 5% Contract Reduction spreadsheet requested by DHH. Contracts that are listed consist of state general funded contracts-reminded group that this is just a proposal at this time.</p> <p><u>Financial Report</u>: Janelle Folve</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary</u>: Ms. Folve reviewed the Budget Analysis for FY 15 including projected revenues/expenditures as of 11/30/2014. • <u>Webcheck Report</u>: Ms. Folve reviewed the FY 15 Magellan Webchecks Summary Spreadsheet reflecting collections and projection as of November 2014. • <u>Self-Generated Revenue Report</u>: Ms. Folve reviewed the FY 2014-2015 Self-Generated Revenue Report reflecting collections as of 11/30/2014. <p>Motion to approve the FY 15 November Budget Analysis as of 11/30/2014, the FY 15 Magellan Webchecks Summary Spreadsheet as of November 2014 and the FY 2014-2015 Self-Generated Revenue Report by Mrs. Lynne Farlough, seconded by Mr. Herbert Barnes, motion carried.</p> <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Client Satisfaction Survey Results</u>: Ms. Bonner reviewed the Client Satisfaction/Survey Results for FY 15 1st qtr. No questions. <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> • Mr. Cagle introduced and commended Carlos Amos and Raymond Meynard, DD staff present at the meeting. • Mr. Cagle stated DD received 4 additional NOW waivers since last reporting. • Mr. Cagle reported DD has been very efficient handling their own crisis cases and has only referred 2 out of 7 cases to OCDD or other agencies. • Mr. Cagle noted there are no specific changes to the System Transformation at the present time. A conference call was held today, 12/4/2014, to discuss changes/protocols for the PASSR process by OBH. • Mr. Cagle stated a conference call with OCDD is scheduled for 12/5/2014 to discuss timelines associated with waiver certifications. • Mr. Cagle stated the next Regional Advisory Committee (RAC) Meeting is scheduled for December 8, 2014. • Mr. Cagle stated the LACAN is hosting a Legislative Roundtable 2015 on January 27, 2014 at the North Terrebonne Parish Library in Gray from 9:30am to 11:30am. <p><u>IT Migration Update-Eldred Smith</u>:</p> <ul style="list-style-type: none"> • Mr. Smith gave a brief update of the IT Migration. "We Are Live." Mr. Smith reported that all the sites have been migrated to the new SCLHSA.org domain. The installation went as expected with minor problems across the agency. There are a few outstanding issues that still need resolving and IT is working to get these issues resolved.
Old Business	None
New Business	<ul style="list-style-type: none"> • Executive Session (Executive Director Evaluation Process)-Melicia Lemoine: Mr. Ray Nicholas entertained a motion to move into Executive Session to discuss the Executive Director Evaluation Process, seconded by Mrs. Lynne Farlough, motion carried. • Mrs. Karen Lentini motioned to revert back into Regular Session, seconded by Mr. Ray Nicholas, motion carried.

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New Business (cont'd)	<ul style="list-style-type: none"> • Chairperson Daigle reported that Board Members held discussion regarding the Executive Director's 2014 Evaluation and Board Members unanimously voted to award Ms. Schilling an 8% increase effective December 4, 2014. Chairperson Daigle reported that Board Members met with Ms. Schilling and the ED Evaluation was signed by proper personnel and turned in to the HR Director, Melicia Lemoine, for processing.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • SCLHSA Christmas Party-December 6, 2014 at Moses Reception Hall in Thibodaux. Judges for the Table-top Decorating Contest will include Board Members Ms. Daigle, Mr. Nicholas and Mr. Eddie Hebert from Thibodaux, LA. • Chairperson Daigle stated the next Board meeting will be held on Thursday, January 8, 2014 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma. • Chairperson Daigle noted at the January 8, 2014 meeting, Board Members will be nominating and selecting a New Chairman of the Board. Any Board Member interested, please contact Chairperson Daigle.
Adjournment	Motion to adjourn by Mrs. Karen Lentini, seconded by Mr. Herbert Barnes, motion carried. Meeting adjourned at 7:50pm.