

**South Central Louisiana Human Services Authority
Board Meeting Minutes
May 14, 2020**

Members Present by ZOOM/Conference Call due to COVID 19: Ray Nicholas (Assumption), Dr. Victor Tedesco, III (Terrebonne), Bryan Zeringue (Lafourche), Cheryl Turner (Terrebonne), Lynne Farlough (St. John the Baptist), and Barbra Fuselier (St. Charles)

Members Absent: Ron Dantin (Lafourche)

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folsie (Fiscal Director), Kristin Bonner (Deputy Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), and (Stephanie Benton (Secretary)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:05 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Bryan Zeringue 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 March 12, 2020 meeting were reviewed. Dr. Victor Tedesco motioned to approve the minutes of the March 12, 2020 Board Meeting, seconded by Ms. Cheryl Turner, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> There is no Board Member travel reimbursement for the meeting of today due to ZOOM/Conference calls.</p> <p><u>Board Vacancy:</u> Ms. Schilling discussed St. Mary Parish is in the process of certifying the paperwork for the Coroner in the parish. St. James Parish is working on filling the position within the next month.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>COVID-19 Stats (Patients and Staff):</u> Ms. Schilling gave an update on COVID-19 Stats for patients and staff. SCLHSA has had 2 staff members have confirmed cases of COVID-19 and twenty-nine (29) patients – 13 at LBHC, 6 at RPBHC, 7 at SMBHC and 12 at TBHC. • <u>Agency Work from Home Status:</u> Ms. Schilling reported the Agency began Working From Home as well as scaled down staffing at sites on April 6, 2020. Ms. Schilling ensured all staff had the tools to do the job from home by providing laptops and cell phones. The SCLHSA Behavioral Health and DD staff adjusted well to the process. We are at 85% of what we were doing before we went to COVID-19 Response. • <u>Bayou Segnette Staffing through 5/10/20 and then reassess:</u> Ms. Schilling discussed SCLHSA has been providing staff to assist at Bayou Segnette (COVID-19 Isolation Site) and will continue through the end of this month. We use 2 Contact Staffers and 1 Peer Support Specialist. • <u>Greater New Orleans Foundation (GNOF) Grant Funding (\$40,000.00):</u> Ms. Schilling announced we have received GNOF Grant Funding in the amount of \$40,000.00. This will be used to assist with our Peer Support Services. We have added the PS Service to our CALL Line expansion in response to COVID-19. • <u>Regal Row Roofing Project:</u> Ms. Schilling discussed all the paperwork is in for the Regal Row Roofing Project. We are now waiting on a Pre-Bid Conference dates. • <u>Marketing Numbers:</u> Ms. Schilling reviewed the Marketing Numbers for March and April. The Social Media Update includes Facebook Post – individuals reached in March – 21,827 and April – 19,727. PSN Opioid Help LA Campaign Report – display banners, pre-roll video and Facebook. Feigley Facebook Campaign – individuals reached in April – 107,616, and Billboards for all 7 parishes – impressions per day include Assumption/Plattenville – 6,117, and St. Charles/Luling – 42,522.

Executive Director Report (cont'd)

- Legislative Session Opened 5/4/20 – Special Session to Follow: Ms. Schilling reported the Legislative Session re-opened on May 4, 2020. When the Session is closed in May, they will go into a Special Session in June.
- COVID-19 Projections thru 12/20: Ms. Schilling reviewed the COVID-19 Projected Expenditures through 12/31/20. We were requested to give information on expenditures we will have from July 1, 2020 – December 31, 2020. The Projected Expenditures include Expanded Agency Crisis Line, Contractors for Isolation Unit Coverage, Contract Tracing Activities, Anti-Body Testing, Personal Protective Equipment (PPE) & Sanitizing, and Janitorial Services.
- 15% Budget Reduction Exercise for Legislature: Ms. Schilling discussed that we recently received a request to give information on a SGF 15% Budget Reduction on top of the 5% Budget Reduction already submitted. If this reduction is applied, we will be at a 20% SGF reduction – over 2.3 MIL. There are a lot of worries and concerns at this time. Ms. Schilling reviewed the 15% Budget Reduction Exercise for the Legislature.

Financial Report: Janelle Folsie

- Monthly Budget Summary (March, April): Ms. Folsie reviewed the FY 19-20 Budget Analysis for March as of 3/31/2020 and for April as of 4/30/2020, including projected revenues/expenditures and the Legislative Appropriated Budget.
- Revenue Report (March, April): Ms. Folsie reviewed the FY 19-20 Revenue Report for March as of 3/31/2020 and April as of 4/30/2020, reflecting collections including recoupments/write-offs/adjustments as of 3/31/2020 and 4/30/2020.
 - Mr. Ray Nicholas motioned to approve the FY 19-20 March and April Budget Analysis and the Revenue Report for March as of 3/31/2020 and April as of 4/30/2020, seconded by Ms. Lynne Farlough, motion carried.

Operational Report: Kristin Bonner

- 2nd Quarter LaPAS Report: Ms. Bonner reviewed the 2st Quarter FY20 LaPAS Report. The report includes Administration Activities, Behavioral Health Services, Integrated Care, Developmental Disabilities and General Performance Indicators. The General Performance Indicators are reported only at the end of the year. We have to respond to anything over a 5% decrease.
- 2nd Quarter Performance Indicators: Ms. Bonner reviewed the 2st Quarter FY20 Performance Indicators. SCLHSA CARF Accreditation requires certain Indicators in Access, Efficiency, Effectiveness and Satisfaction. Ms. Bonner also reported Diabetes Measures have been added to the report for Primary Care.
- 2nd Quarter Satisfaction Surveys: Ms. Bonner reviewed the 2st Quarter FY20 Client Satisfaction Survey Results.
 - Dr. Victor Tedesco motioned to approve the 2nd Quarter LaPAS Report, Performance Indicators and Satisfaction Surveys, seconded by Ms. Cheryl Turner, motion carried.

Clinical Services: Misty Hebert

- Billable and Non-Billable Services: Ms. Hebert reviewed Billable and Non-Billable Services for Behavioral Health and Primary Care for the week of May 4 - 8, 2020. The Billable Services include Telephonic, TeleVisits and Walk-Ins. The total for BH was 1,147, and the total for PC was 105. The majority of Services are Telephonic and TeleVisits. Non-Billable BH Services include Med Pick Up, Orientation, Screening, NB Phone and NB Services, and NB Services for PC. The total for BH was 2,363 and PC was 291.
- CALL Line Report: Ms. Hebert reviewed the CALL Line Report for May 4 – 10, 2020. The CALL Line includes Afterhours and Returning Calls and CALL Line by Profession – Clinician, Medical and Peer.

Developmental Disabilities: Wesley Cagle

- Program Statistics: Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1,260 Waivers (740 NOW, 239 SW, 210 CC and 47 ROW). There are over 430 individuals receiving IFS funding, and in FFF, DD is currently serving 146 individuals.
- DD Service Update: Mr. Cagle gave an update of DD Services. The staff have transitioned well working from home. Some of the staff come into the office weekly and others a couple of days per week. We have reached out to all clients and asked about their support

	<p>needs. We are staying in contact with all clients. We are able to do redetermination through record reviews. We have the ability to schedule in the future and keep cases open. We are not denying anyone at this time. New referrals have slowed. Mr. Cagle also discussed one of the changes is that waiver spots will not be taken away at this time. Mr. Cagle also discussed Employment Program issues. If an individual is interested in Employment the next step is to put together a plan. There are many obstacles.</p>
Old Business	<p>Dr. Tedesco requested an update on any new information related to the AOP Program. Ms. Schilling advised at this time, due to COVID-19, there is no new information. Dr. Tedesco gave a brief update on statistics on Coroner ER admittance and Ms. Schilling requested a copy of the reviewed statistics.</p>
New Business	<p>Ms. Schilling discussed the new Secretary of LDH, Dr. Courtney Philips has been invited to be the guest speaker on the HTV Full Circle Program scheduled for June 1st. The topics include Contact Tracing and Hurricane Preparedness. There are many questions and concerns regarding sheltering with COVID-19.</p>
Views and Comments by the Public	<p>None</p>
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>SCLHSA Events Calendar</u>: Ms. Schilling reviewed the March, 2020 Calendar. • <u>Board Meeting Schedule</u>: Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, June 11, 2020, @ 6:00pm, via ZOOM/Conference Call due to COVID-19. • Ms. Schilling shared hand-outs regarding the COVID-19 coronaviruses.
Adjournment	<p>Motion to adjourn by Dr. Victor Tedesco, seconded by Mr. Ray Nicholas, motion carried. Meeting adjourned at 7:14 pm.</p>