

**South Central Louisiana Human Services Authority  
Board Meeting Minutes  
September 20, 2023**

**Members Present:** Ray Nicholas (Assumption), Rachel Becnel (St. James), Bryan Zeringue (Lafourche), Ms. Becky Hohensee (Terrebonne), and Barbra Fuselier (St. Charles)

**Members Absent:** Travion Smith (Terrebonne), and Lynne Farlough (St. John the Baptist)

**Guest in attendance:** Kristin Bonner (Executive Director), Janelle Folse (Fiscal Director), Kensie Lasseigne (Developmental Disabilities Director), and Stephanie Benton (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:07 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Mr. Bryan Zeringue led Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the August 17, 2023 meeting were reviewed. Mr. Ray Nicholas motioned to approve the minutes of the August 17, 2023 Board Meeting, seconded by Ms. Rachel Becnel, motion carried and minutes were approved.
Board Issues	<ul style="list-style-type: none"> <li>• <u>Board Member Travel Reimbursement</u>: Board Members were reminded to submit travel reimbursement forms.</li> <li>• <u>Update on Board Positions for St Mary and Lafourche Parishes</u>: Ms. Bonner gave an update on Board vacancies. Lafourche Parish has a candidate they will present at the next Lafourche Parish Council Meeting. St. Mary Parish Council continues to advertise for the Board vacancy.</li> </ul>
Executive Session	<ul style="list-style-type: none"> <li>○ Ms. Lynne Farlough motioned to go into Executive Session at 6:16pm, seconded by Mr. Ray Nicholas, motion carried.</li> <li>○ Mr. Ray Nicholas motioned to return to Regular Session at 6:50pm, seconded by Ms. Lynne Farlough, motion carried.</li> </ul>
Executive Director Report	<p><u>Agency Update</u>: Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>Site Updates</u>: Ms. Bonner reported we are fully staffed. Ms. Bonner also reported repairs are in progress at Regal Row.</li> <li>• <u>Board ED Linkage Review</u>: Ms. Bonner request the Board review the Accountability of the Executive Director and the Delegation to the Executive Director on page 15 of the Board Governance Manual. <ul style="list-style-type: none"> <li>• Ms. Barbara Fuselier motioned to accept the Accountability of the Executive Director and the Delegation to the Executive Director as written, seconded by Ms. Lynne Farlough, motion carried.</li> </ul> </li> <li>• <u>Compliance Report</u>: Ms. Bonner reviewed the SCLHSA Risk-Compliance Plan 2022-2023 Annual Summary. The Report includes the Area of Risk, Description of Potential Risk and Annual Report on Status for People, Property and Assets, Financial, Compliance and Billing.</li> <li>• <u>HTV Board Segment filming 9/25 and 9/28</u>: Ms. Bonner verified which Board Members will be available to discuss their role for the HTV Board Segment filming on 9/25 and 9/28. Mr. Zeringue and Mr. Nicholas will be available for the segment on 9/25 and Ms. Becnel will check her availability for 9/28.</li> <li>• <u>Information Management Plan</u>: Ms. Bonner has requested that the Information Management Plan is deferred to the October 2023 Board Meeting.</li> </ul>

Fiscal Report	<p><u>Fiscal Report:</u> Janelle Folve</p> <ul style="list-style-type: none"> <li>• <u>Contracts Report (ED Evaluation):</u> Ms. Folve reviewed the Fiscal Year 2023-2024 Contract Services to include Professional Services and Social Services. Ms. Folve advised Dr. Andrew Williams’ contract will end in December 2023.</li> </ul>
Operational Report	<p><u>Operational Report:</u> Misty Hebert</p> <ul style="list-style-type: none"> <li>• <u>LaPas:</u> Ms. Hebert reviewed the 4<sup>th</sup> Quarter LaPas Report. Ms. Hebert discussed the crisis visits were 17% over the target of 600, outpatient referrals were at 2,955 – target is 3,000. Primary Care – the number of patients seen continues to be a struggle, we are working on provider schedules. DD - % of people employed in community based employment also continues to be a struggle.</li> <li>• <u>Top Diagnosis – 4<sup>th</sup> Quarter:</u> Ms. Hebert reviewed the 4<sup>th</sup> Quarter Top Diagnosis for Behavioral Health to include Mental Health Diagnosis, Substance Use Diagnosis and Primary Care Diagnosis and for Developmental Disabilities to include Psychological Diagnosis and Medical Diagnosis.</li> <li>• <u>Satisfaction Surveys – 4<sup>th</sup> Quarter (ED Evaluation):</u> Ms. Hebert reviewed the 4<sup>th</sup> Quarter Satisfaction Survey Results. 399 clients participated in the survey. The overall results were positive.</li> <li>• <u>Agency Statistics – 4<sup>th</sup> Quarter:</u> Ms. Hebert reviewed the 4<sup>th</sup> Quarter Agency Statistics to include Quick Stats, Visit Trends, Encounter Trends and Patient Trends.</li> </ul>
Developmental Disabilities	<p><u>Developmental Disabilities:</u> Kensie Lasseigne</p> <ul style="list-style-type: none"> <li>• <u>Waiver:</u> Ms. Lasseigne reviewed the 4<sup>th</sup> Quarter Waiver Report for DD. There were 1,331 Waiver recipients – SW - 294, ROW- 112, CCW- 270, and NOW- 655.</li> <li>• <u>Satisfaction Surveys – 4<sup>th</sup> Quarter (ED Evaluation):</u> Ms. Lasseigne reviewed Developmental Disabilities 4<sup>th</sup> Quarter Satisfaction Surveys to include Return Rates – FFF, IFS, Entry and Waiver. The overall satisfaction results were 99%.</li> <li>• <u>Request for Services:</u> Ms. Lasseigne reviewed the Request for Services – New Applications, Statement of Approval and Statement of Denials.</li> <li>• <u>Quarterly HSAP Report:</u> Ms. Lasseigne reviewed the Quarterly HSAP Report. This is used to report performance data for each Outcome Measure. DD met all indicators except for Employment. Ms. Lasseigne discussed they are working on options. Ms. Lasseigne also reported they are down one Entry staff member at this time. They will advertise for the vacancy.</li> </ul>
Views and Comments by the Public	NONE
Old Business:	NONE
New Business:	<ul style="list-style-type: none"> <li>• Ms. Bonner reported this month is “Recovery Month” and the staff can wear purple shirts and jeans on Wednesdays. Ms. Bonner also reviewed a flyer for an upcoming Documentary “Tipping the Pain Scale” that SCLHSA is hosting at the AMC Theaters in Houma on October 10, 2023 at 6:00pm. The tickets are free for the Event.</li> </ul>
Consideration of Other Matters	<ul style="list-style-type: none"> <li>• <u>Board Meeting Schedule:</u> After discussion with Board Members, Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, October 12, 2023 @ 6:00pm at SCLHSA Administration Office.</li> </ul>
Adjournment	Motion to adjourn by Mr. Ray Nicholas, seconded by Ms. Barbra Fuselier, motion carried. Meeting adjourned at 7:32 pm.