

South Central Louisiana Human Services Authority

Board Meeting Minutes

September 8, 2016

Members Present: Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Alisa Dunklin (St. James), Lynne Farlough (St. John), Stan Robison (St. Mary), Cheryl Turner (Terrebonne), and Danny Smith (Terrebonne).

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Wesley Cagle (DD Director), and Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:01 p.m.
Opening Prayer & Pledge of Allegiance	Mrs. Lynne Farlough 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 July 14, 2016 meeting were reviewed. Mr. Herbert Barnes motioned to approve the minutes of the July 14, 2016 Board Meeting, seconded by Mrs. Lynne Farlough, motion carried and minutes were approved.
Board Issues	<u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Capital Outlay Funds-Building Update:</u> Ms. Schilling gave a brief update of the Capital Outlay Funding including the letter sent to the Legislative Delegation requesting assistance in getting the Capital Outlay Project placed on a future State Bond Commission Agenda. • <u>Medicaid Expansion Information:</u> Ms. Schilling reviewed the information on the Statewide Medicaid Expansion Project including eligibility and enrollment related questions. • <u>Crisis Response Collaborative</u> Ms. Schilling reviewed the Crisis Response Collaborative Proposed Protocol. Ms. Schilling reported that two teams were deployed for the recent flood event in Baton Rouge. Ms. Schilling stated meetings were held with Rob Gorman with Catholic Social Services and Lafourche Parish Sheriff Craig Webre, they are very interested and ready to begin the planning process. A meeting will be scheduled with Terrebonne Parish Sheriff Jerry Larpenter and Assumption Parish Captain Ray Traigle to discuss the Proposed Protocol. Goal is to provide Conference Training in January 2017 in partnership with local NASW. Area providers will also be contacted to participate in the training. There are no funds in the SCLHSA budget for the Crisis Response Team, looking into options with organizations and parish government within the catchment area to assist with funding. Ms. Dunklin offered her assistance with contacts in St. James Parish and Lynne Farlough offered her assistance with contacts in St. John the Baptist Parish. • <u>Executive Dashboard:</u> Ms. Schilling reviewed the Executive Dashboard noting the YTD FY 16/YTD FY 15 comparison in each category and discussed the target for each category. • <u>Employee Satisfaction Survey Results:</u> Ms. Schilling reviewed the results of the Employee Satisfaction Survey. Overall good response. • <u>Contracts (Professional and Social Service) FY 16/17:</u> Ms. Schilling gave a brief update and reviewed the spreadsheet listing the Professional Service Contracts, Social Services Contracts funded by SGF/Federal grants and TPCG Contracts funded through parish millage. <p><u>Financial Report:</u> Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (June, July):</u> Ms. Folse reviewed the FY 16 Budget Analysis for June as of 6/30/2016 and July as of 7/31/2016 including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Webcheck Report (June, July):</u> Ms. Folse reviewed the FY 16 Webcheck Summary Report reflecting Collections and Projections for June as of 6/30/2016 and for July as of 7/31/2016.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<p><u>Financial Report:</u> (cont'd)</p> <ul style="list-style-type: none"> • <u>Self-Generated Revenue Report (June, July):</u> Ms. Folsie reviewed the FY 2016 Self-Generated Revenue Report for June reflecting collections as of 6/30/2016 and for July reflecting collections as of 7/31/16. <ul style="list-style-type: none"> ○ Mrs. Viola Daigle motioned to approve the FY 16 June and July Budget Analysis, the Webcheck Summary Report for June and July 2016 and the Self-Generated Revenue Report for June as of 6/30/2016 and for July as of 7/31/2016, seconded by Mrs. Cheryl Turner, motion carried. <p><u>Operational Review:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>4th Quarter-LaPas:</u> Ms. Bonner reviewed the FY 16 4th Quarter LaPas Report.. • <u>4th Quarter Risk Management Report:</u> Ms. Bonner reviewed the 4th Quarter Safety and Risk Management Report including FY 2016 Incident Report and open/closed claims filed. • <u>SCLHSA Top Diagnoses/CPT Codes:</u> Ms. Bonner gave a brief update of the TOP Diagnosis/CPT Codes reviewing the ranks of each code and the code definition. • <u>Emergency Operations Plan:</u> Ms. Bonner reviewed the highlighted revisions to the Emergency Operations Plan. • <u>COOP Plan:</u> Ms. Bonner reviewed the highlighted revisions to the COOP Plan. <ul style="list-style-type: none"> ○ Mr. Herbert Barnes motioned to accept the revisions to the Emergency Operations Plan and the COOP Plan, seconded by Ms. Karen Lentini, motioned carried. <p><u>Developmental Disabilities:</u> Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics:</u> Mr. Cagle gave a brief update of the current DD Waiver status totaling 1149 waivers (805 NOW, 226 SW, 117 CC and 1 ROW). • Mr. Cagle stated the Community and Family Task Force Meeting was cancelled due to the flooding event and that no consumers were affect by the recent flood event. • <u>OCDD Initiatives Update:</u> • Mr. Cagle gave a brief update of OCDD Initiatives Progress stating the Support Coordinator Agencies will take over care plans in January of 2017. A monthly conference call will be scheduled with Providers and LGE's, a question and answer session will be included in the conference call. • <u>Art of Respect 2016:</u> Mr. Cagle stated the first Art of Respect meeting was held and all public and private schools will be contacted to participate. The Essay Contest will be held in the Fall and the Art Contest will be held in the Spring.
Old Business	None
New Business	None
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • SCLHSA September Calendar-Ms. Schilling reviewed the September 2016 Calendar noting the Popcorn Socials at each site. • Wellness Challenge-Stay Hydrated! • SCLHSA Halloween Party-Saturday October 29, 2016-Ms. Schilling reviewed the Halloween Party Flyer. • Chairman Nicholas stated the next Board meeting will be held on Thursday, October 13, 2016, @ 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma. Ms. Lentini requested the November 10, 2016 meeting be held in St. Charles Parish.
Adjournment	Motion to adjourn by Mrs. Viola Daigle, seconded by Mr. Herbert Barnes, motion carried. Meeting adjourned at 7:40pm.