

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
July 29, 2016
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday July 29, 2016 at the District Office, located at 1010 Common Street, Suite 600, New Orleans, La. 70112. The meeting was called to order at 1:15 pm. Roll was taken and it was determined that a quorum was present.

Board members in attendance were: Dr. Joe Constans, Gary Mendoza, Cathy Lazarus, Charlotte Parent, and Sylvie Tran. Absent members were: Petrice Sams-Abiodun and Sarintha Stricklin.

Other individuals present were: MHSD, Rochelle Head-Dunham, MD Executive Director/Medical Director, Steven J. Farber Compliance Attorney, Dr. Brenda Edgerton-Webster Director of Communications, David Timoll Chief Operating Officer and Traci Brown Interim Chief Financial Officer, and Kimberly Bourque Executive Assistant to Dr. Dunham. Plaquemines Care: Julie Olsen.

Motion to Approve the June 24, 2016 Meeting Minutes

Motion to Approve by Cathy Lazarus

Motion 2nd by Joe Constans

Chair's Report

- A. Vote on a resolution for adopting the Louisiana Compliance Questionnaire for LLA audit engagements.

Motion to approve by Joe Constans

Motion 2nd by Charlotte Parent

- B. Carver Model/Board Meetings

The board members stated that there was nothing other than the Carver Model to use for the structure of the board. It was also decided that the board members need a better understanding of the model. Dr. Dunham gave a brief history of why the boards have to use a model.

Motion to Continue using the Carver Model: Cathy Lazarus

Motion 2nd by Joe Constans.

- C. Strategic Plan

Dr. Dunham explained the process of putting together the strategic plan. She also explained how all of the items in the appendix came together. She explained that this document governs what MHSD does, parts of the Strategic Plan are specifically assigned. While discussing the Strategic Plan, Dr. Dunham asked the Board Members to look at the ends report, and then she explained how the two reports align. While discussing the Ends Report, it was determined that we met most of the benchmarks. MHSD suggest using the Strategic Plan with implementation of the utilization portion of the ends. As a group, it was decided that this would be an ongoing discussion. The Board Members agreed that they need clarity. Sylvie suggested that we revise the Strategic Plan after a gap analysis. Dr. Dunham explained that the intention of the Strategic Plan was to be overarching, and specific where noted. As a group it was also decide that we would give the board bi-yearly reports.

- D. Budget

Traci spoke about the budget and what was to be expected. We can expect mid-year cuts. We are also under an expenditure freeze, and we must reserve 25% of our expenditures. Historically most of our cuts have been from our State General Funds. Steven spoke about the lease/budget issues at the District Office.

Executive Director's Report

Steven speak brief regarding the Compliance Report, no one had any questions. Dr. Dunham also took time to inform the board that we are currently working on reviewing and updating our Incident Reporting Policy, we are hoping to build a team around this policy. Dr. Dunham also explained that we have found a new board member to be appointed by President McInnis for St. Bernard. Mr. Michael Pichon will be sworn in as a board member at the August 2016 meeting. Dr. Dunham also gave the board an update on our progress regarding the CARF Accreditation. The survey will be done on August 29th-30th.

Parish Updates

Charlotte will be sending some updates on a few items she is working on.

Adjournment

Meeting was adjourned at 2:01pm.

Next meeting is scheduled for August 26, 2016 at 12:30pm, location TBD..