

Florida Parishes Human Services Authority Administrative Office

835 Pride Drive, Suite B

Hammond, LA 70401

Minutes of the Governing Board Meeting

August 23, 2019

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:30 a.m.

Rebecca Soley conducted a roll call. A quorum was established.

Attendees

Governing Board: David Cressy; Liz Gary; Danielle Keys; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Cheryl Smith; and Carol Stafford

Absent: Liz Gary and Gary Porter

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, Chief Operating Officer; Rebecca Soley, FPHSA/Administration; Janise Monetta, FPHSA/Developmental Disabilities Services; Janet Gordon, FPHSA/Human Resources; Annie Cummer, Advocate; and Jeff Arseneaux, Consultant

Prayer was offered by Mr. Lentz.

Agenda/Consent Agenda

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda.

Mr. Cressy made a motion revising the agenda to remove "Swearing-In Ceremony of Mr. Porter" to the agenda; seconded by Mr. Lentz.

The motion passed unanimously.

Mr. Cressy made a motion adopting the agenda as revised; seconded by Ms. Keys.

The motion passed unanimously.

Excused Absences

Mr. Lentz made a motion to excuse the absences of Ms. Gary and Rev. Porter; seconded by Ms. Keys.

The motion passed unanimously.

Approval of Minutes

Mr. Lentz made a motion to adopt the July 26, 2019, meeting minutes as written; seconded by Mr. Cressy.

The motion passed unanimously.

Public Input

Dr. Metcalf welcomed all in attendance and extended an opportunity for public input.

Sexual Education for Individuals with Disabilities Presentation

Annie Cummer and Jeff Arseneaux gave an educational presentation regarding individuals with disabilities and their sexual health. They highlighted several facts that demonstrate that individuals with disabilities are vulnerable to assault and shared a resource available to families.

Executive Director Report

Mr. Kramer submitted a copy of the Executive Director's Report for August to members of the governing board. He outlined the content which included:

1. **LDH Visit:** Last week Dr. Gee, Secretary of Louisiana Department of Health, visited our Hammond location where we had the opportunity to talk about much of the good work we are doing including our efforts to become an FQHC, developmental disabilities job fairs, new Hepatitis program, and Zero Suicide. She was very complimentary about the work we are doing and even made a reference to her desire to improve funding equity across the local governing entities. It is always good to be able to show the good work we are doing to those who have the ability to affect policies and budgets for our agency and I believe this visit will be beneficial for us in the long run.
2. **Primary Care Update:** We have finally gotten through the maintenance work that needed to be done to finish our exam rooms and our primary care practitioner's collaborative practice agreement has been approved by the board of nursing. As we tie up a few more loose ends on procedures and other internal processes we plan to provide FPHSA's first ever primary care service on Tuesday, September 3.
3. **Genoa Pharmacy Updates:** As we have discussed in this meeting previously, we have partnered with Genoa pharmacy to open a pharmacy at our Mandeville Clinic. The Grand Opening for that location is scheduled for September 24 at 12:00 at the Mandeville location. On a related note, we are finalizing an agreement with the same group to open a pharmacy at our Slidell location as well. The two pharmacies that were already opened have had a positive impact on the outcomes for those that we serve and we expect that this will improve the outcomes for those served at this location as well.
4. **Opioid Summit:** The Office of Public Health will be holding an Opioid summit in our region on September 4-6 at the Harbor Center in Slidell. We will have staff participating in some of the sessions as well as a booth set up in the exhibitors session to advertise what services we provide.
5. **OBH Listening Tours:** The Office of Behavioral Health will be holding a series of listening tours around the state over the next months with sessions for the community and providers. The event for our region will be held on September 24th at the Louisiana Workforce Commission building on Nashville Street in Hammond. It is understood that FPHSA is expected to have a role in these discussions as well though this has yet to be finalized with OBH.
6. **Additional DDS Funding:** With the increase in available funds to provide more developmental disabilities support the staff are working hard to go through the waiting lists and find eligible

individuals who qualify. Because of the additional funding as well as the changes in the way that waivers are awarded we are finding that we will be working through waiting lists much faster and that it may soon be possible to provide support to individuals who need it immediately after the apply rather than maintaining a years long waiting list. This is obviously a good change and will necessitate some tweaks to how we operate as we transition over time to a model that can be more immediately responsive. It will be critical that we maintain the additional funding that we were able to receive this year if that is to be the case.

7. Employment Fair for individuals with Disabilities- St. Tammany Parish: We are working to finalize the date and location of the St. Tammany Parish Job Fair which we hope will be at the Louisiana Technical College in Lacombe. This location is central to the both ends of the parish and should result in a great turnout.
8. Developmental Disabilities Services Information: Mr. Kramer provided some developmental disabilities services data for May, June, and July 2019 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including Referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF and the number on the waiting list; and Waiver Information including those receiving Waiver Services and the number on the waiting list.
9. Behavioral Health Services Information: Mr. Kramer provided the number of persons served and services provided for the following: Bogalusa Behavioral Health Clinic; Denham Springs Behavioral Health Clinic; Mandeville Behavioral Health Clinic; Rosenblum Behavioral Health Clinic; Slidell Behavioral Health Clinic; Outreach Services in Franklinton, Greensburg, and Kentwood; and Home and Community Based Services, as well as the number serviced through Residential Treatment Services for May, June, and July 2019.

Mr. Lentz made a motion to accept the Executive Director's report as presented; seconded by Ms. Smith.

The motion passed unanimously.

Financial Report- August 2019:

Ms. Sibley presented the Financial Report for August 2019 as follows:

Fiscal Year 2019 (July 1, 2018 – June 30, 2019)

Final FY19 finance reports are not usually available until September/October board meeting due to the close of the fiscal year not occurring until mid to late August, allowing time for the Office of Statewide Reporting and Accounting Policy (OSRAP) and the State Treasury Office (STO) to finalize all accounting.

Fiscal Year 2020 (July 1, 2019 – June 30, 2020)

As presented last month, the appropriated budget for FY2020 represented an overall increase by approximately 5.75% as compared to the agency's FY19 budget. The increase included a 10% increase in State General Funds to fund positions, operating, and other statewide cost (market rate adjustments, increases in related benefits cost, etc.).

Fiscal Year 2021 (July 1, 2020 – June 30, 2021)

The budget request process for FY21 has begun. FPHSA's Budget Request Recap will be presented next month as it is due to Louisiana Department of Health (LDH) on September 20th. FPHSA's conference call to discuss the FY21 request with LDH leadership is the first week of October. Final copies of the request and all supporting documentation are due to LDH October 29th.

Ms. Keys made a motion to accept the financial report as presented; seconded by Ms. Pellichino.

The motion passed unanimously.

Board Business

Mr. Kramer presented the following board policies/procedures to the board for annual review and consideration as written:

- 010 Executive Limits- Executive Director Succession Policy
- 010.1 Executive Limits- Executive Director Succession Procedure
- 015 Executive Limits- Compensation and Benefits
- 019 Executive Limits- Ends Focus on Grants and Contracts
- 041 Board- Executive Director Linkage
- Role of an FPHSA Board Member

Mr. Cressy made a motion to accept the above policies, procedures, and documents as presented; seconded by Ms. Keys.

The motion passed unanimously.

Bank Authorization

Ms. Sibley presented a bank authorization/ resolution reflecting necessary staff authorization changes on the bank account for Mandeville Behavioral Health Clinic.

Ms. Keys made a motion approving the banking authorization changes as presented; seconded by Mr. Cressy.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, September 27, 2019, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

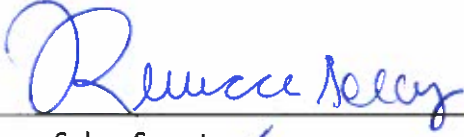
Adjournment

Ms. Pellichino made a motion to adjourn the meeting; seconded by Ms. Keys.

The motion passed unanimously.

The meeting was adjourned.

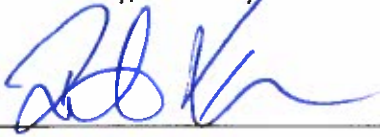
Respectfully Submitted,



Rebecca Soley, Secretary

9-27-19

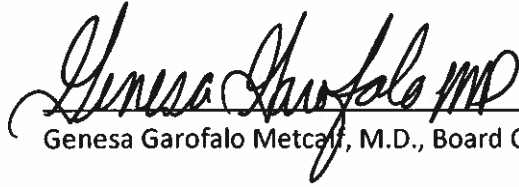
Date



Richard J. Kramer, Executive Director

9-27-19

Date



Genesa Garofalo Metcalf, M.D., Board Chair

9/27/19

Date

