

Florida Parishes Human Services Authority Administrative Office
Minutes of the Online Governing Board Meeting
June 26, 2020

** In Light of the spread of COVID-19, Governor John Bel Edwards issued Proclamation Number JBE 2020-30 on March 16, 2020 that provided for all state agencies, boards, and commissions, and local political subdivisions of the state to allow attendance at essential governmental meetings via teleconference or video conference during the pendency of this emergency. **

(Source: <https://www.ag.state.la.us/Files/Article/9743/Documents/AmendedOpenMeetingsGuidance.pdf>)

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Online Governing Board to order at 9:33 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; Gary Porter; and Carol Stafford

Absent: Mona Pellichino; Cheryl Smith

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, Chief Operating Officer; Rebecca Soley, FPHSA/Executive Administration

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

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

Ms. Keys made a motion to adopt the agenda as presented; seconded by Ms. Stafford.

The motion passed unanimously.

Excused Absences

Mr. Lentz made a motion to excuse the absence of Ms. Pellichino and Ms. Smith; seconded by Ms. Stafford.

The motion passed unanimously.

Approval of Minutes

Ms. Stafford made a motion adopting the May 22, 2020 minutes as written; seconded by Rev. Porter.

The motion passed unanimously.

Public Input

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

Executive Director Report

Mr. Kramer presented the Executive Director's Report for June to members of the governing board. He outlined the following:

1. **Legislative Audit Update** – We received the final biennial audit report earlier this month. This is the routine audit for accounting controls that is conducted of all state budget units every two years. As noted in the reports, which you have been forwarded, there were two findings which needed to be addressed. As discussed in the previous meeting, we have already begun implementation of the appropriate corrective action and expect that these issues will be fully resolved by those actions.
2. **COVID-19 Update**: As the situation around Covid 19 continues to evolve, so too do our plans. Earlier this week Governor Edwards paused the reopening at Phase Two because of a trend of increasing infections across the state. Based on this information, we will also pause our reopening at the current phase. This means that we will continue with providing services via video and telephone with only a small crew in the office each day. We have had all LPCs take the required certification class to allow them to continue using telemedicine after the special exemption is over. We have implemented a requirement that masks be worn in common areas and when social distancing is not practical. Over the past two weeks we've had several staff diagnosed with Covid 19 but it appears, from their histories, that is unlikely that they were exposed at the worksite. We have still not had any known transmission within the agency so that continues to be a good indication that the measures we have in place to prevent the spread have been effective.
3. **Budget Update**: At the last meeting we talked about the budget scenario that needed to be submitted which was fairly damaging to our plans. Since that time the influx of CARES Act funding has been used to offset some of the budget difficulties the state was facing and, as it currently stands, HB 1 does not reduce our overall budget at all but does include a means of finance swap of self generated funding in place of state general fund. Based on our past several years of collections I do not feel that this will cause us any major difficulties. It will likely reduce any amount that would have gone into escrow next fiscal year only.
4. **Primary Care Services Update**: Our primary care services were already mostly shuttered due to the coronavirus but we have also made the decision to part ways with our nurse practitioner due to some ongoing issues that did not appear to be resolving. As it stands at the moment we

do not have a primary care practitioner but Dr. LaPrairie is hard at work recruiting to try to identify one.

5. DDS Funding Update: The DD staff have pulled out all of the stops to try and spend all of the IFS funding available and have been working very hard. The current projection for what will remain unspent of Act 378 funds is approximately \$17,000 which is just under 2%.
6. AOT Grant: We were notified last week that the 22nd Judicial District Court was awarded a \$2m grant for a project that the JDC, FPHSA, and NAMI applied for together. The grant is to support the implementation of an Assistive Outpatient Treatment program. AOT was made an option under Louisiana law several years ago but the pieces were not in place for anyone to be able to use it. With this grant we will be able to implement this program which allows individuals who meet certain criteria to be committed for outpatient treatment.
7. Zero Suicide Campaign: Our Zero Suicide campaign was delayed, like so many other things, by the shut down but is now getting back on track. Our CBT training is rescheduled for September, we have ASIST trainings scheduled for August and September, and our marketing campaign kicks off today with billboards and digital media campaigns.
8. Racial Inequality Workgroup: In light of the fact that our country, and the world, is struggling with the effects of racial inequality a workgroup has been formed by Mr. Kramer to identify ways in which we can try to impact this issue from our own position. We know that statistics show that people of color have significantly worse health outcomes than their white counterparts and we know that a significant percentage of the population we serve fit into that category. Mr. Kramer feels it's important for the agency to look at how any of our own practices can influence these outcomes so that we can better serve those in our community to all have the same chances for recovery and success.
9. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for March, April, and May 2020 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; denials; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; and the number of SUN referrals submitted to State Office.
10. 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 March, April, and May 2020.

Rev. Porter commended Mr. Kramer in respects to the efforts made towards equality and initiating the equality workgroup recognizing the populations we serve and reviewing our policies. The board requested to be invited to participate in the workgroup meetings.

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

The motion passed unanimously.

FY2019 Annual Report to the Board

Mr. Kramer presented the FY2019 Annual Report to the board.

Ms. Gary made a motion to accept the FY2019 annual report to the board as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Financial Report- June 2020:

Ms. Sibley presented the Financial Report for June 2020 as follows:

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

FPHSA's current FY 2020 budget analysis, as of May 31st reflects a projected deficit; however, we are projecting collecting over the self-generated budget to be transferred to escrow at the close of the fiscal year. An analysis of FPHSA's operating and escrow budget was presented to the board. The Fiscal Department has continued to monitor revenues and expenditures closely and to date have not had to pull any funding from escrow to cover the projected deficit. Over the next month, they will be working hard to close out the fiscal year and ensure all invoices for good received and services rendered in FY20 are paid by the fiscal year closeout in early August.

Mr. Cressy made a motion to accept the financial report as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Board Business

New Bogalusa Lease

Mr. Kramer presented a 10-year lease agreement for the new Bogalusa Behavioral Health Clinic located in the Pinetree Shopping Center to the board for their consideration. He indicated that approximately the first three and a half years would be paid for from the settlement of the state-owned facility.

Ms. Keys made a motion approving the new lease for the new Bogalusa Behavioral Health Clinic; seconded by Rev. Porter.

The motion passed unanimously.

Policy Review

Mr. Kramer presented Policy No. 017- Executive Limits: Communication with and Support to the Board as an annual review for the board's consideration.

Mr. Cressy made a motion accepting the policy as written; seconded by Ms. Stafford.

The motion passed unanimously.

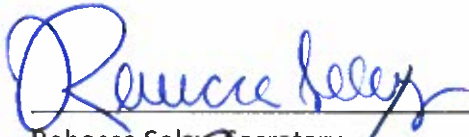
Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, July 24, 2020 at 9:30 a.m. FPHSA will closely monitor the COVID-19 situation and determine whether the meeting can safely be held in person or via teleconference. Details will be emailed and posted in a timely manner as more information is made available.

Adjournment

The meeting was adjourned at 10:45 a.m.

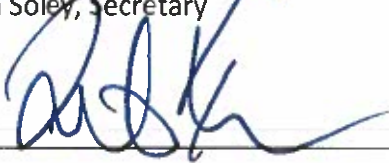
Respectfully Submitted,



Rebecca Soley, Secretary

07-24-20

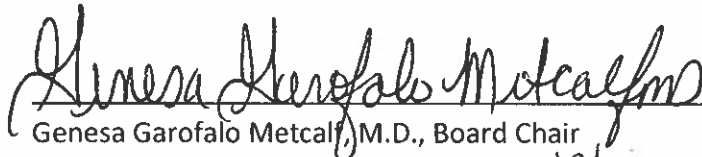
Date



Richard J. Kramer, Executive Director

12-1-20

Date



Genesa Garofalo Metcalf, M.D., Board Chair

Board Chair

10/8/20

Date