

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
EAST JEFFERSON TRAINING ROOM
3616 S. I-10 Service Rd. W., Suite 200
Metairie, Louisiana 70001

Monday, December 6, 2021

JPHSA Board Members in Attendance:

James Arey	Bruce Galbraith	Robin Parker Brooks
Rashain Carriere-Williams	Shawnta Gardener-Taylor	Alex Redfearn
Alan Carroll	Patricia Ehrle	

JPHSA Board Members Absent:

None

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Christy Dempster, CFO
Tammy Valenti, CAA
Trudy Ingersoll, Accreditation Coordinator, CPS Division

Guests in Attendance:

Jim Fairchild, Auditor, Daigrepoint & Brian

Ms. Gardener-Taylor called the meeting to order at 6:01 p.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda

Ms. Gardener-Taylor asked guest and staff members in attendance to introduce themselves.

Ms. Gardener-Taylor asked for a motion to adopt the agenda as presented. Ms. Redfearn made a motion to accept the agenda as presented prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Auditor's Report

Mr. Fairchild reported on the financial audit results sent to the Board prior to the meeting. He reviewed the financial statements and what components the auditors reviewed during the audit. A discussion followed. Ms. Gardener-Taylor thanked Mr. Fairchild for his report. Mr. Galbraith made a motion to accept the FY21 audit report as presented prior to the meeting. Mr. Carroll seconded. Passed unanimously.

4. Required Approvals Agenda

A. November Minutes – Mr. Arey made a motion to approve the minutes as presented prior to the meeting. Dr. Parker Brooks seconded the motion. Passed unanimously.

5. Board Education

A. Executive Director Update – Dr. DiChiro Derbes reported as follows:

- Follow up Regarding Funding Formula – Dr. DiChiro Derbes gave an update on the LDH funding formula. She stated at the last meeting there was not a real agenda on what they wanted to accomplish in the meeting. Dr. DiChiro Derbes stated she stressed the importance of identifying definitions for whatever criteria is used. A discussion followed.
- Jefferson Parish Health Needs Assessment – Dr. DiChiro Derbes informed the Board Jefferson Parish is looking into having their own Public Health Department like Orleans Parish. She reported Sarah Babcock, Chief Administrative Assistant, to Parish President Cynthia Lee Sheng has reached out to her to participate on a Health Assessment Committee. A discussion followed. Dr. DiChiro Derbes stated she would keep the Board updated.

B. JeffCare Board Update – Mr. Carroll gave a report on the JeffCare Board meeting held November 16, 2021. He stated there were two Committee meetings prior to the Board meeting and the Board approve a Resolution to extend Staci Rodney’s term as Interim Director until February 2022. He informed the Board there were six JeffCare policies reviewed without changes and the Compensation and Benefits policy monitoring report presented by the Executive Director was accepted. Mr. Carroll also gave a report on Board membership. A discussion followed.

6. Monitoring Executive Director Performance

A. Asset Protection Monitoring Report – Ms. Gardener-Taylor opened discussion on the Asset Protection monitoring report. Ms. Gardener-Taylor asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the interpretation of the policy as reasonable. Mr. Arey made a motion to accept the interpretation as reasonable for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Mr. Carroll. Passed unanimously.

Ms. Gardener-Taylor asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the data provided as documentation of compliance with this policy. Mr. Carroll made a motion to accept the data provided as documentation of compliance for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

7. Monitoring Board Performance

A. Board Self-evaluation – Ms. Gardener-Taylor volunteered to complete the Board self-evaluation.

B. Board Self-evaluation Annual Review – Mr. Galbraith reviewed the Board’s self-evaluations over the past year. Mr. Galbraith stated the 100% of the evaluations stated the Board did their job and the only concerns were regarding recruitment. A discussion followed.

C. Policy Review – Chairperson’s Role – Ms. Gardener-Taylor opened discussion on the Chairperson’s Role policy. There were no changes to this policy.

Vice-Chairperson’s Role – Ms. Gardener-Taylor opened discussion on the Vice Chairperson’s Role policy. There were no changes to this policy.

D. Recruitment – Ms. Valenti stated Ms. Redfearn’s re-appointment is on the December 8 Parish Council agenda.

Ms. Valenti then reported the open positions on the Board. She stated the Board now has openings in the Addictive Disorders, Professional position, Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, Developmental Disabilities, Advocacy and a Judiciary position. Ms. Valenti also reminded the Board Ms. Carriere-Williams has completed her term and is serving until the Board finds a replacement. This position is an Addictive Disorders, Professional position.

E. Board Conflict of Interest Form – Ms. Gardener-Taylor reminded Board members to fill out the conflict of interest form send to Ms. Valenti.

F. 2022 Yearly Agenda – Dr. Parker Brooks reported on the draft Yearly Agenda. A discussion followed. The Board added the Board Retreat in the month of August. Mr. Carroll made a motion to accept the 2022 Yearly Agenda. Ms. Redfearn seconded. Passed unanimously.

G. Mandatory Annual Ethics Training – Ms. Valenti reminded the Board members to do their annual ethics training on the State website prior to December 31 and forward their certificate to her for filing.

H. Mandatory Annual Sexual Harassment Training – Ms. Valenti reminded the Board members to do their annual sexual harassment training on the Jefferson Parish website prior to December 31 and forward their certificate to her for filing.


8. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, February 7, 2022, 6:00 p.m. at JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., 2nd Floor Training Room, Metairie, LA 70001.

9. Adjournment

Dr. Parker Brooks made a motion to adjourn the meeting at 6:55 p.m. Ms. Ehrle seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson