

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
WEST JEFFERSON TRAINING ROOM
5001 West Bank Expressway, Suite 200
Marrero, LA 70072

Monday, June 5, 2023

JPHSA Board Members in Attendance:

James Arey	Alan Carroll	Patricia Ehrle	Darrell Renfro
Bruce Galbraith	Alex Redfearn	Shawnta Gardener-Taylor	

JPHSA Board Members Absent:

Robin Parker-Brooks

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Christy Dempster, Chief Financial Officer
Dan Mui, General Counsel
Trudy Ingersoll, Board Liaison

Visitor's in Attendance:

James Guidry, Prospective Board Member

Ms. Gardener-Taylor called the meeting to order at 5:59 p.m.

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

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

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

2. Public Comment

None.

3. JPHSA Board Linkages

None.

4. Required Approvals Agenda

A. May Minutes – Ms. Redfearn made a motion to approve the minutes as presented prior to the meeting. Ms. Ehrle seconded the motion. Passed unanimously.

5. Board Resolution – Grants – Ms. Ingersoll read a Resolution granting authority to the Executive Director to enter into grants on behalf of JPHSA. Ms. Ehrle made a motion to accept the Resolution as presented authorizing the Executive Director, Rosanna DiChiro Derbes, to enter into grants on behalf of JPHSA. Mr. Arey seconded. Passed unanimously.

6. Board Resolution – Contracts – Ms. Ingersoll read a Resolution granting authority to the Executive Director to enter into contracts. Mr. Carroll made a motion to accept the Resolution as presented

authorizing the Executive Director, Rosanna DiChiro Derbes, to enter into contracts on behalf of JPHSA. Ms. Redfearn seconded. Passed unanimously.

7. Board Education.

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

- Homeless Population – Dr. DiChiro Derbes reported the Homeless Task Forces was presented at the last Jefferson Parish Council meeting. Dr. DiChiro Derbes was asked by Councilman Deano Bonano to chair the Task Force. A discussion followed.
- Open Meetings Law Presentation – DanMinh Mui, General Council, reviewed a presentation on Open Meetings Law to the Board. A discussion followed.

B. JeffCare Board Update –Mr. Carrol informed the board of JeffCare’s Health Resources and Services Administration (HRSA) review. He announced their Board voted in a new member. Mr. Carroll informed the Board of the goals for the upcoming fiscal year.

8. Monitoring Executive Director Performance

A. Communication & Support to the Board Monitoring Report – Ms. Gardener-Taylor opened discussion on the Communication & Support to the Board 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 Communication & Support to the Board monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. 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. Ms. Redfearn made a motion to accept the data provided as documentation of compliance for the Communication & Support to the Board monitoring report as presented prior to the meeting. Seconded by Ms. Ehrle. Passed unanimously.

B. Executive Director Emergency Succession Monitoring Report – Ms. Gardener-Taylor opened discussion on the Executive Director Emergency Succession 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. Carroll made a motion to accept the interpretation as reasonable for the Executive Director Emergency Succession monitoring report as presented prior to the meeting. Seconded by Mr. Arey. 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. Ms. Ehrle made a motion to accept the data provided as documentation of compliance for the Executive Director Emergency Succession monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

9. Monitoring Board Performance

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

B. Policy Review – Governing Style – Ms. Gardener-Taylor opened discussion on the Accountability of the Executive Director policy. There were no changes to this policy.

– Board Job Description – Ms. Gardener-Taylor opened discussion on the Comprehensive Governance Commitment policy. There were no changes to this policy.

C. Recruitment – Ms. Ingersoll reported that Dr. Parker-Brooks and Alan Carroll have both agreed to serve another term. Ms. Ingersoll asked for a motion to authorize the Board Chair to send letters to the Jefferson Parish Council and Governor’s Office regarding both reappointments of Dr. Parker-Brooks and Alan Carrol. Mr. Arey made a motion to send a letter to the Jefferson Parish Council. Ms. Gardener-Taylor seconded. Passed unanimously. Ms. Ehrle made a motion to send a letter to the Governor’s Office. Mr. Arey seconded. Passed unanimously.

D. Annual ED Contract – Ms. Gardener-Taylor opened discussion on the renewal of the Executive Directors contract. A discussion followed. Ms. Gardener-Taylor asked for a motion to renew the Executive Director’s contract for five years with a three percent increase. Mr. Galbraith made a motion to renew the Executive Directors contract for five years with a three percent increase. Ms. Ehrle seconded. Passed unanimously.

E. Code of Ethics Training – Deadline September 30, 2022 – Ms. Ingersoll reminded Board members to take the annual Code of Ethics Training on the State website by the deadline. She asked members to send her a copy for her files.

F. Sexual Harassment Training – Deadline October 31, 2022 – Ms. Ingersoll reminded Board members to take the annual Sexual Harassment Training on the Jefferson Parish website by the deadline. She asked members to send her a copy for her files.

10. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Saturday, August 5, 2023, 8:00 a.m. at **JPHSA’s East Jefferson Building, 3616 S. I-10 Service Road W., Suite 200, Metairie, LA 70001.**

11. Adjournment

Mr. Arey made a motion to adjourn the meeting at 7:10 p.m. Mr. Renfro seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson