

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

MINUTES

Monday, January 7, 2019

Authority Board Members in Attendance:

James Arey	Rose Gilbert	Sal Scalia
Monica Baltodano-Dubey	Dede Lyman-Redfearn	
Bruce Galbraith	Alex Redfearn	

Authority Board Members Absent:

Rashain Carriere-Williams	Patricia Ehrle
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Staff in Attendance:

Lisa English Rhoden, Executive Director
Liz Riehl, CPS Director/General Counsel
Rosanna DiChiro, BHCS Director
Tammy Valenti, CAA

Guest in Attendance:

Shawnta Gardener, Prospective Member
Wendy Durant, Prospective Member
Ruby Noble Evans, Behavioral Health Advocate

Mrs. Gilbert called the meeting to order at 6:02 p.m.

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

Mrs. Gilbert asked for visitors and staff members in attendance to introduce themselves.

Mrs. Gilbert asked for a motion to accept the agenda as presented.

Mr. Arey made a motion to adopt the agenda as presented. Seconded by Ms. Redfearn.
Passed unanimously.

2. Public Comment.
None.

3. Ownership Linkage.

Mrs. Gilbert thanked Ms. Noble Evans for attending the meeting and stated the Board had several questions to ask her regarding mental health, addictive disorders and developmental disabilities in the Jefferson Parish community. Ms. Noble Evans first addressed the Board on

JPHSA's history and then spoke to several areas of advocacy. Ms. Noble Evans went on to address environmental priorities, challenges, and a call to action. A discussion followed. At this time, on behalf of the Board, Mrs. Gilbert asked several questions:

- What do you believe will be the most significant challenges facing the Jefferson Parish community in the next 5 – 10 years;
- If there was only one need, that if met, could immediately assist you or your organization, what would it be;
- Lastly, what threats do you see in the community/profession that could have an impact on our service community?

Ms. Noble Evans responded to the questions and thanked the Board for the invitation to share her thoughts and advocacy work in Jefferson Parish.

At this time, Ms. Noble Evans ~~passed out~~ ^{distributed} and reviewed a flyer regarding a Mental Health Coalition. Ms. Noble Evans stated this Coalition would give a voice to mental health. She reported there would be four meetings across the State to hear from individuals as to what they think the need is now for advocacy. Ms. Noble Evans stated the meeting in this area is being held on January 30, 2019, 10 a.m. – 12:00 noon at the East Bank Regional Library, 4747 W. Napoleon Ave., Metairie, LA 70001. To RSVP go to https://lmhc_metairie.eventbrite.com.

4. Board Education.

A. Executive Director Update – Ms. Rhoden reported as follows:

- Administration Re-organization – Ms. Rhoden reported there is not an Administration Division any longer. She stated the Division was broken into three unique departments. Ms. Rhoden outlined as follows:

- Fiscal Services Department that reports to the Chief Financial Officer
- Facilities Management Department that reports to the Executive Director
- IT Department that reports to the Compliance & Performance Support Director

Ms. Rhoden informed the Board she is hopeful to have a candidate for the Chief Financial Officer position by the February Board meeting. A discussion followed.

- Living Room Update – Ms. Rhoden asked Dr. DiChiro to give an update on the Living Room Model to the Board. Dr. DiChiro stated this is a crisis respite model already active in five different states. She reported the program is peer-based and the Department of Justice and LDH has endorsed the model. Dr. DiChiro informed the Board that it has been a slow process and she has been moving forward on her own, not receiving much help from the State. A discussion followed.

- Mobile Response Stabilization Service – Ms. Rhoden asked Dr. DiChiro to inform the Board regarding this Service. Dr. DiChiro stated she participated in a technical assistance training on the Mobile Response Stabilization Service. She reported this service helps to keep youth in the home and not in institutions, increases face-to-face time and brings in peers to do follow-up with the individuals served. Dr. DiChiro stated she is keeping close ties with the Office of Behavior

Health as they move forward so they do not reinvent what we are already doing. A discussion followed.

- LDH Contract Update – Ms. Rhoden reported there has not been any contact with LDH concerning the contract since a meeting in December 2018.
- All Staff Meeting Reminder – Ms. Rhoden reminded the Board of JPHSA’s all staff meeting on Thursday, January 24 from 8:00 a.m. – 10:30 a.m. at the East Jefferson General Hospital Conference Center, First floor, 4200 Houma Blvd., Metairie, LA. A discussion followed.

Ms. Rhoden announced the following linkage opportunity:

Bunch of Fun Health & Wellness Fest, Saturday, February 16, 2019, 10 a.m. – 2:00 p.m., Williams Playlot, 7744 Mistletoe St., Metairie, LA 70003.

B. Policy Governance Training – Deferred

5. Required Approvals Agenda.

A. December Minutes – Ms. Lyman-Redfearn made a motion to accept the minutes as presented. Seconded by Mr. Arey. Passed unanimously.

6. Monitoring CEO Performance.

A. Financial Conditions and Activities Policy Monitoring Report – External – Mrs. Gilbert opened discussion on the Financial Conditions and Activities Monitoring Report. A discussion followed. Mrs. Gilbert asked the Board if they assessed the interpretation of the Financial Conditions and Activities monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the interpretation of the policy as reasonable. Mr. Arey made a motion to accept the interpretation of the Financial Conditions and Activities monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

Mrs. Gilbert asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mrs. Gilbert asked for a motion to accept the data provided as documentation of compliance with the Financial Conditions and Activities policy. Ms. Redfearn made a motion to accept the data provided for the Financial Conditions and Activities monitoring report as presented prior to the meeting. Seconded by Mr. Scalia. Passed unanimously.

7. Monitoring Board Performance.

A. Board Self-evaluation – Mrs. Gilbert asked if a Board member would fill out the Board self-evaluation form for this meeting. Ms. Lyman-Redfearn stated she would complete the self-evaluation form. Mrs. Gilbert thanked Ms. Lyman-Redfearn.

B. Policy Review – Unity of Control – Mrs. Gilbert opened discussion on possible

changes to the policy. A discussion followed. There were no changes to this policy.

Accountability of the Executive Director– Mrs. Gilbert opened discussion on possible changes to the policy. A discussion followed. Ms. Lyman-Redfearn made a motion to accept the changes as presented. Seconded by Ms. Redfearn. Passed unanimously.

C. Board Recruitment Process – Mrs. Gilbert asked the Board if they had a chance to review the Board Recruitment Process document sent prior to the meeting. A discussion followed. Ms. Lyman-Redfearn stated she would revise number four of the step-by-step process for the next Board meeting.

D. Recruitment - Mrs. Gilbert asked Ms. Valenti to report the open positions on the Board. Ms. Valenti stated the Board now has openings in the Addictive Disorders, Professional position, Developmental Disabilities, Professional position, Mental Health, Professional position and a Judiciary position. A discussion followed.

Mrs. Gilbert stated Ms. Gardener has now attended three meetings and is qualified for the Mental Health, Professional position. She asked the Board if they were ready to make a recommendation to Parish Council for appointment. A discussion followed. Mr. Arey made a motion to give authority to the Board Chairperson to send a letter of recommendation to the Jefferson Parish Council to appoint Ms. Shawnta Gardener to the Mental Health, Professional position on the Board. Ms. Baltodano-Dubey seconded. Passed unanimously.

At this time, Ms. Lyman-Redfearn extended her best wishes to the Board for the future and stated how much she has enjoyed being a part of the JPHSA Board. Mrs. Gilbert thanked Ms. Lyman-Redfearn for her service to the Board and JPHSA.

E. Mandatory Ethics and Sexual Harassment Trainings – Ms. Valenti reminded the Board to complete their mandatory trainings by the end of this year.


8. Announcements.

A. Board Generated Items – At this time, Mr. Scalia gave a report of the JeffCare Board. He reported the Board elected Board officials and they have two to three vacancies at this time. Mr. Scalia stated JeffCare now has a staff member assigned to the Board and felt the meetings were organized.

B. Next Board meeting – **Monday, February 4, 2019 at JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., Second Floor Board Room, Metairie, LA 70001 at 6:00 p.m.**

9. Adjournment.

Ms. Lyman-Redfearn made a motion to adjourn at 7:45p.m. Seconded by Mr. Scalia. Passed unanimously.



ROSE GILBERT, JPHSA Chairperson