

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
EAST BANK BOARD CONFERENCE ROOM
3616 S. I – 10 Service Road W., Second Floor
Metairie, Louisiana 70001

MINUTES

MONDAY, May 1, 2017

Authority Board Members in Attendance:

Monica Baltodano-Dubey	Rose Gilbert	Sal Scalia
Bob Bradley	Paula LaCour	Mike Spinato
Rashain Carriere-Williams	Dede Lyman-Redfearn	Logan Williamson
Kevin Centanni	Marianne Terrebonne	

Authority Board Members Absent:

None

Staff in Attendance:

Lisa English Rhoden, Executive Director	Nicole Sullivan-Green, DDCS Director
Tammy Valenti, CAA	Bianca Saddy, Admin. Program Specialist
Beverly Devall, COO/CFO	Ann Oliva, Care Coordinator
Julie Shaw, JeffCare CEO	

Guest in Attendance:

Bruce Galbraith, Prospective Board Member

The meeting was called to order by Ms. Lyman-Redfearn at 6:03 p.m.

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

A motion was made by Mrs. Gilbert to adopt the agenda as presented. Seconded by Mr. Williamson. Passed unanimously.

2. Public Comment.

None.

3. Required Approvals Agenda.

A) Financial Planning & Budgeting Monitoring Report – Ms. Lyman-Redfearn opened discussion on the Financial Planning & Budgeting monitoring report sent out prior to the meeting. A discussion followed. A motion was made by Ms. Carrier-Williams to accept the Financial Planning & Budgeting monitoring report as presented. Seconded by Mr. Centanni. Passed unanimously.

B) Financial Condition & Activities Monitoring Report – Ms. Lyman-Redfearn opened discussion on the Financial Condition & Activities monitoring report sent out prior to the meeting. A discussion followed. A motion was made by Mrs. Gilbert to accept the Financial Condition & Activities monitoring report as presented. Seconded by Mr. Bradley. Passed

unanimously.

C) Financial Quarterly Report (January – March) – Ms. Rhoden asked Ms. Devall to present the financial quarterly report to the Board. A discussion followed. A motion was passed by Mr. Centanni to accept the financial quarterly report as presented prior to the meeting. Seconded by Mr. Scalia. Passed unanimously.

4. Approval of Minutes.

A motion was made by Mr. Centanni to accept the minutes as presented prior to the meeting. Seconded by Mr. Bradley. Passed unanimously.

5. Board Generated Agenda.

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

- Health & Wellness Work Groups – Ms. Rhoden asked Ms. Sullivan-Green to report to the Board on this work group. Ms. Sullivan-Green gave a brief overview stating the Health & Wellness Work Group was implemented to bring awareness of health & wellness to the individuals we serve. She then asked Ms. Saddy to present to the Board on Phase I of the work group. Ms. Saddy stated the Phase I work group was tasked to make recommendations as to how staff can begin discussions about health & wellness with individuals served by JPHSA to fulfill the mission of the agency. She stated two members from each division participated in the work group. Ms. Sullivan-Green asked Ms. Oliva to report on Phase II. Ms. Oliva stated the Phase II group look at the recommendations from the Phase I group to determine if additional support or resources would be needed. It was determined that training needed to be provided for staff and a monitoring plan for supervisors. Ms. Oliva reported a Phase III group has now been meeting to address health & wellness for staff members at JPHSA. A discussion followed.

- Staff Engagement Survey and Executive Management Team Actions – Ms. Rhoden asked Ms. Shaw to give a brief synopsis of the survey. Ms. Shaw presented the survey results and answered questions of the Board. A discussion followed.

- All Staff Meeting (8 a.m. Tuesday, July 11) – Ms. Rhoden reported JPHSA will hold an All Staff meeting on Tuesday, July 11 at 8:00 a.m. at the Department of Public Health Auditorium, 1855 Ames Blvd., Marrero, LA. Ms. Rhoden invited Board members to attend.

- Senate Bill 58 (Mills) Update – Ms. Rhoden updated the Board on SB 58. She stated this Bill has had amendments added and she will continue to follow the Bill throughout the legislative session. A discussion followed.

- JeffCare Direct Mail – Ms. Rhoden handed out a direct mail piece for JeffCare and stated it was sent out within one mile of JPHSA's East Jefferson Health Center. She reported it was paid for by JeffCare. A discussion followed.

B) Proposed Legislation – Ms. Rhoden reported on proposed legislation in her Executive Director Report.

C) Policy Review – Executive Director Succession – Ms. Lyman-Redfearn opened discussion regarding the Executive Director Succession policy. A discussion followed. There were no changes to this policy.

Asset Protection – Ms. Lyman-Redfearn opened discussion regarding the Asset Protection policy. A discussion followed. There were no changes to this policy.

Compensation & Benefits – Ms. Lyman-Redfearn opened discussion regarding the Compensation & Benefits policy. A discussion followed. There were no changes to this policy.

D) JeffCare Update – Ms. Carriere-Williams reported on the last JeffCare Board meeting. She stated the Board welcomed a new Board member at the last meeting. Ms. Carrere-Williams reported the Board reviewed a new donation policy and will now have an area on their website where individuals can make a donation to JeffCare.

E) Recruitment – Ms. Valenti stated a recommendation letter was sent by Ms. Lyman-Redfearn on behalf of the Board to the Governor to appoint Mr. Galbraith to the mental health, general position on the Board. Ms. Valenti stated the letter has been received by the Governor's Office and no further information has been received as of this date.

F) Board Linkage Update – Mr. Centanni stated he provides information regarding JPHSA and the services provided when he appears on Town Talk on a Kenner TV (Channel 76, Cox) program regarding Justice Court functions and the History of Kenner.

G) Financial Disclosure Tier 2.1 – Deadline May 15, 2017 – Ms. Valenti reminded Board members to go online and fill out the Financial Disclosure Tier 2.1 form and mail or fax to the Louisiana Ethics Board.

H) Executive Session – Personnel Issue – A motion was made for the Board to go into Executive Session by Mr. Centanni. Seconded by Ms. Carriere-Williams. Passed unanimously. (7:35 p.m.) Board entered into regular session at 7:55 p.m.

6. Announcements.

A) Board Generated Items.

None.

B) Next Board meeting – The next meeting will be held on **Monday, June 5, 2017, 6 p.m., JPHSA East Bank Facility, 3616 S. I-10 S. Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

7. Adjournment.

The Board meeting was adjourned at 7:58 p.m. by a motion made by Mr. Williamson. Seconded by Mr. Scalia. Passed unanimously.


DEDE LYMAN-REDFEARN, JPHSA Chairperson