**NORTHEAST DELTA HUMAN SERVICES AUTHORITY (NEDHSA)**

**BOARD MEETING MINUTES**

**May 9, 2017**

**Ouachita Parish Health Unit – Community Room**

**1650 DeSiard Street, Monroe, LA 71202**

**5:30PM**

**Call to Order**Meeting called to order by Michael Shipp and prayer was led by Thelma Merrells and quorum was met.

**Adopt Agenda***:* AMotion was made by Kathy Waxman and seconded by Yvonne Lewis to approve /accept the Agenda. Motion passed unanimously.

**Adopt Minutes of April 11:**AMotion was made by Kathy Waxman and seconded by Thelma Merrells to approve / accept the Minutes. Motion passed unanimously.

**Board Members**

**Present:**Dr. E. H. Baker, Thelma Merrells, Mike Shipp, Yvonne Lewis, Latanya Whiteside and Kathy Waxman.

**Absent:** Alisa Lear and Laura Nettles.

**Ownership Linkage through Recognition of Guests**: None

**Northeast Delta HSA Staff present**: Dr. Monteic Sizer and Delores Harris.

**BOARD EDUCATION/ ENDS Items for DISCUSSION-**

**Upcoming Events/Community Action**

The Law Enforcement Mental Health Symposium in Ruston on May 2, 2017 had an attendance of over 400 people. Chairman Mike Shipp was on program, and Alisa Lear was in attendance. The reviews are coming in and are favorable with attendees came from all over the state.

Dr. Sizer mentioned the Mini Grant Opportunity Zone work being done with students from Wossman and Richwood High Schools.

Dr. Sizer will speak at the Northeast Monroe Rotary Club meeting in May , and at the Integrating Primary and Behavioral Health Care Through the Lens of Prevention Conference in Fort Worth, Texas on June 27-30, 2017.

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS**

**Financial Condition and Activities –** *With respect to the actual, ongoing financial condition and activities, the ED shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Ends policies.*

**ED – Report – A** Motion made by Yvonne Lewis and seconded by Latanya Whiteside to approve / accept the ED report as submitted. Motion passed unanimously.

**Fiscal Report – A** Motion made by Yvonne Lewis and seconded by Latanya Whiteside to approve / accept the Fiscal report as submitted. Motion passed unanimously.

All receivables are actively pursued within allowable time periods pursuant to a fully functional EHR. Outstanding collections are submitted to the Louisiana Department of Health so that they can have their contracted vendor pursue outstanding payments. We have not gotten notice of the amount actually collected on our behalf to date.

NEDHSA’s executive management team and Remarkable Health’s feels confident that billing statement issues will be resolved soon.

On May 2, 2017, NEDHSA staff mailed notification to patients indicating that billing statements would resume and to inform them of their financial obligation for outstanding balances. The corrected billing statements are scheduled to be sent on or before May 26, 2017, one month before the official end of NEDHSA’s current fiscal year. The fiscal year ends June 30, 2017.

In response to unbilled LMSW services, several of NEDHSA’s seven LMSW staff did bill for addiction services. Healthy Louisiana, the state’s contracted managed care plans who oversee the services for Louisiana’s poor via Medicaid, pays LMSWs for the provision of addiction services but not mental health services. And prior to the passage of Medicaid expansion back in July 2016, NEDHSA LMSWs mainly provided service to northeast Louisan’s large indigent population and patients who sought addictions treatment. A few LMSWs performed mainly administrative duties and saw some mental health patients for which we could not bill. As the state’s safety net behavioral health provider, we can’t turn patients away. To do so would cause patients to wait months to see a doctor, significantly increase incarceration and emergency commitments to state hospitals, jails, and prisons, add to the region’s homeless population, and even cause some to die prematurely in one of the poorest regions of Louisiana.

On April 19, 2017, NEDHSA’s Human Resources Department reminded all LMSW staff providing non-billable mental health services of the minimum requirements of providing outpatient clinical/therapy services according to the state’s Medicaid program. NEDHSA, with guidance from state Civil Service, has already started to institute modifications to eliminate the Social Worker 3 position or LMSW position. NEDHSA’s executive management sent notification to remaining LMSWs about the upcoming changes. These modifications will, in effect, require all NEDHSA employees providing outpatient mental health (clinical/therapy) services to be qualified as Licensed Mental Health Professional (LMHP). Staff currently working as a Social Worker 3 and providing non-billable services will have until April 19, 2018 to obtain one of the licensures to qualify as an LMHP. The few who did provide mental health services have been instructed to no longer provide mental health services until they become a LMHP. And as of today’s date, and of the seven LMSWs NEDHSA currently employs, one has announced retirement, three are now in administrative positions, and the others are providing addictions only treatment or related assessments.

The FY17-18 budget will be spread according to NEDHSA’s strategic plan. NEDHSA will operate at the $13.2 million level even though our appropriated budget authority for FY17-18 is

$13,920,578. The demand for clinical services is increasing across our region. We have started to fill critical agency positions.

NEDHSA’s FY17-18 appropriated budget is $13,920,578. Our SGF = $9,847,946. Our IAT =

$3,298,788. Self-generated = $773,844. We had the legislature more accurately reflect our self- generated funding number (it was inflated). It was $2.6 million and now it is $773,844.

NEDHSA’s legislative audit concluded on 5-4-17. Per previous discussions, the auditors only identified a delay in sending out billing statements due to system errors and some LMSWs not able to bill for mental health services. See financial conditions section 4 for more details relative to this issue.

The CARF surveyors gave staff many positive comments. They specifically highlighted and discussed NEDHSA staff’s professionalism, expertise, dedication to patient outcomes, orderliness of clinical and administrative operations, and community engagement activities. Overall, they thought we were doing exceptional work on behalf of the people in our region.

A formal CARF Accreditation renewal of another three years, the most they can give at one time, will be sent to NEDHSA’s Executive Director in a few weeks. NEDHSA will continue to be awarded for the following services: Intensive Outpatient Treatment: Alcohol and other Drugs/Addictions (Adults)

· Outpatient Treatment:

Alcohol and Other Drugs/Addictions (Adults, Children and Adolescents)

· Outpatient Treatment:

Mental Health (Adults, Children and Adolescents)

**BOARD –**

* Board Chairperson’s Role (page 8)
* Emergency Executive Director Succession with Organizational Chart (Page 12) this was verified by the Executive director that the plan, with two people named, is still in place.
* Board Member Code of Conduct (sign forms – page 33) These will be placed in the Board Binder by Delores Harris
* Public Official Ethics Training - due May 15(page 32)
* Personal Financial Disclosure – due May 15 (page 32)

**BOARD MANAGEMENT** – *Ongoing*

* Board member self-evaluation - summary
* Board Development/ Parish Outreach
* Board Members Terms/Renewal of Appointments – Received reappointment letter for Dr. E. H. Baker
* Travel Forms *due MONTHLY – (2017 Fiscal year ends June 30, 2017)*
* **EXECUTIVE SESSION -** Executive Director Annual Evaluation (page 18**)**

**ADJOURN**

*Next Meeting –* ***June 13, 2017 @ 5:30 pm***

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