

South Central Louisiana Human Services Authority
Board Meeting Minutes
July 9, 2015

Members Present: Ray Nicholas (Assumption), Karen Lentini (St. Charles), Alisa Dunklin (St. James), Lynne Farlough (St. John), and Gordon Landry (Terrebonne).
Members Absent: Herbert Barnes (Lafourche), Viola Daigle (Lafourche), and Danny Smith (Terrebonne).
Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:05 p.m.
Opening Prayer & Pledge of Allegiance	Mrs. Karen Lentini led the prayer and Mrs. Lynne Farlough led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the May 7, 2015 meeting were reviewed. Mrs. Lynne Farlough motioned to approve the minutes of the May 7, 2015 Board Meeting, seconded by Ms. Alisa Dunklin, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Update on St. Mary Parish Board Position:</u> Ms. Schilling reported an email was received and the St. Mary Parish Board vacancy should be filled in the near future.</p>
Executive Director Report:	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Legislative Auditor’s Report:</u> Ms. Schilling reviewed the summary of the Legislative Auditor’s Report Highlights and briefly discussed the recommendations. • <u>Civil Service Audit Report:</u> Ms. Schilling reviewed the Civil Service Human Resources Program Evaluation Report noting SCLHSA received 100% compliance in 20 of the 22 categories reviewed. Ms. Schilling stated a new Performance Evaluation System (PES) was implemented statewide and SCLHSA added an Employee Evaluation and Planning Collaboration Form to remain compliant with CARF requirements. Ms. Schilling stated HR and the Supervisors do an excellent job to remain compliant with Civil Service and CARF requirements. • <u>Employee Satisfaction Survey Results:</u> Ms. Schilling reviewed the Employee Satisfaction Survey 2014/2015 Comparison Data Report and noted an increase on all the averages from 2014. Ms. Schilling stated many transitions are occurring at the present time and SCLHSA/staff continue to work to move forward. • <u>BCF Grant Award:</u> Ms. Schilling briefly reviewed the Bayou Community Foundation Awards Press Release announcing SCLHSA receiving a \$15,000 Grant to continue the Mobile Outreach Program. • <u>Bayou Health Plans Transition Update:</u> Ms. Schilling stated SCLHSA met with four of the Bayou Health Plans and is planning to meet with the remaining plan (Aetna) by the end of July. Ms. Schilling stated Nanette Hebert with the Fiscal Department has done an excellent job preparing all the required paperwork/forms for the agency credentialing process. • <u>Capital Outlay/Position Restoration:</u> Ms. Schilling reported Senator Chabert and Senator Allain were able to restore SCLHSA’s 2 positions-even though funding was not attached to the positions. The TO now reverts back to 146. With Representative Dove’s diligent effort, he was able to change the verbiage to add the purchase of a building and restore Capital Outlay Funding to Priority 1 Line of Credit in HB2 for the new SCLHSA Administration Building. Ms. Schilling reviewed the letters addressed to the above-mentioned Legislators thanking them for their assistance/support in the past Legislative Session and continued support of SCLHSA.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> • <u>Additional Budget Reductions-TANF and Gambling</u>: Ms. Schilling reviewed the letter from Kathy Kliebert, DHH Secretary, and the Legislative Amendment in HB1 regarding the additional reduction of Interagency Transfers from OBH to SCLHSA of TANF and Gambling Funding. TANF Funding was reduced by \$110,000.00 • <u>Fairview Contract Discussion</u>: Ms. Schilling reviewed documentation of meeting agendas and correspondence regarding options to help Fairview increase/utilize contract funding. Ms. Schilling stated SCLHSA met with Fairview numerous times to assist with reimbursement requests and to resolve contract issues, to no avail. The Board approved a letter be sent to Fairview in rebuttal to their request for payment of \$415,000.00 remaining in their contract. The letter outlines the contract requirements and conditions for payment. • <u>Professional and Social Service Contracts FY15/16</u>: Ms. Schilling reported SCLHSA is currently working on 24-hour per week contracts with Psychiatrist. <p><u>Financial Report</u>: Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary</u>: Ms. Folse reviewed the FY 15 Budget Analysis for May as of 5/31/2015 and June as 6/30/15 including projected revenues/expenditures and BA7 reductions. • <u>Webcheck Report</u>: Ms. Folse reviewed the FY 15 Magellan Webchecks Summary Spreadsheet reflecting collections and projection for May and June 2015. • <u>Self-Generated Revenue Report</u>: Ms. Folse reviewed the FY 2015 Self-Generated Revenue Report for May reflecting collections as of 5/31/2015. • Motion to approve the FY 15 May and June Budget Analysis, the FY 15 Magellan Webchecks Summary Spreadsheet for May and June 2015 and the FY 2015 Self-Generated Revenue Report as of 5/31/2015 by Mrs. Lynn Farlough, seconded by Mrs. Karen Lentini, motion carried. <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>eClinical Update</u>: Ms. Bonner gave a brief update on eClinical noting that the new electronic medical record is working well. There are a few minor issues that are being addressed as they arise. Orientation Manuals and Workflow cheat sheets are being developed for new employees. Data reports will be processed on the 11th of each month. • Ms. Bonner reported that a Meaningful Use meeting is scheduled for July 21, 2015 to determine criteria for Providers to maintain this funding. <p><u>Developmental Disabilities</u>: (Wesley Cagle was absent)</p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Ms. Bonner gave a brief update of the DD Waiver status for FY 14-15 reporting a total of 1181 waivers (830 NOW, 208 SW, 142 CC and 1 ROW). There were 141 participants that received Flexible Family Funds and 12 participants that required PASRR evaluations. There were 239 participants that received Family Support Services-51 children and 188 adults; and 23 participants that received crisis assistance-10 children and 13 adults. • <u>Transformation Update</u>: Mr. Schilling reported the last information received regarding the RFI date was that the date was pushed back to May 2016. Updated information will be forwarded upon receipt. • Ms. Schilling stated the Art of Respect Program is scheduled for the month of September. Dates will be forwarded upon confirmation for each parish program. Ms. Schilling noted staff is working on the program format. An Essay Contest and a program for siblings will be added to this year's program format as suggested by Mrs. Lynn Farlough.
Old Business	None

Agenda Item	Action Recommended/Outcome
New Business	None
Views and Comments by the Public	<ul style="list-style-type: none"> • Ms. Schilling reported 27 participants attended the 1st Dispatcher Training that was held at the St. Charles Sheriff's Office. • Ms. Alisa Dunklin stated she attended the St. James Council Meeting with Ms. Schilling and the Council was very receptive to Ms. Schilling and she did an excellent job presenting the Authority update. • Ms. Schilling briefly reviewed the Hurricane Preparedness Checklist that is being distributed to staff and clients. • Ms. Schilling reviewed the July events calendar.
Consideration of Other Matters	Chairman Nicholas stated the next Board meeting will be held on Thursday, August 13, 2015 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.
Adjournment	Motion to adjourn by Mr. Gordon Landry, seconded by Mrs. Karen Lentini, motion carried. Meeting adjourned at 7:45pm.