

South Central Louisiana Human Services Authority

Board Meeting Minutes

July 14, 2016

Members Present: Ray Nicholas (Assumption), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Alisa Dunklin (St. James), Lynne Farlough (St. John), and Danny Smith (Terrebonne).

Members Absent: Herbert Barnes (Lafourche), Stan Robison (St. Mary), and Cheryl Turner (Terrebonne).

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Wesley Cagle (DD Director), and Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:20 p.m.
Opening Prayer & Pledge of Allegiance	Ms. 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 12, 2016 meeting were reviewed. Mrs. Viola Daigle motioned to approve the minutes of the May 12, 2016 Board Meeting, seconded by Ms. Karen Lentini, motion carried and minutes were approved.
Board Issues	<u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Legislative Session Update/Reduction Scenario:</u> Ms. Schilling reviewed the FY 17 Reduction to Executive Budget spreadsheet reflecting the 5% State General Fund Reduction totaling \$511,377 noting the programs that will be affected by the reduction. Ms. Schilling stated SCLHSA is very thankful to our Legislative Delegation for their continued support. Ms. Schilling reviewed the draft letter addressed to our Legislative Delegation thanking them for their continued support. <ul style="list-style-type: none"> ○ Mrs. Lynne Farlough motioned to approve the letter drafted to send to the Legislative Delegation, seconded by Ms. Karen Lentini, motion carried. • <u>Capital Outlay Funds:</u> Ms. Schilling gave a brief update of the Capital Outlay Funding including the option/information of the building site located on Regal Row. Ms. Schilling reviewed the information received on the Regal Row site and asked for Board approval to pursuit the building purchase upon re-certification of Capital Outlay Funding by the State Bond Commission. <ul style="list-style-type: none"> ○ Ms. Karen Lentini motioned to approve the Regal Row site, seconded by Mrs. Lynne Farlough, motion carried. • <u>Environmental Services Project Update:</u> Ms. Schilling gave a brief update of the Environmental Services Projects noting the status of each project, those completed and additions. • <u>Employee Recognition Details:</u> Ms. Schilling stated Employee Recognition Day's were held from June 27-July1 and noted that 15 employees were recognized for years of state service. A reception was held at each SCLHSA site. <p><u>Five Year Strategic Plan:</u> Ms. Schilling reviewed the revisions to the Five Year Strategic Plan including the background information for the LaPas indicators.</p> <ul style="list-style-type: none"> ○ Mrs. Lynne Farlough motioned to approve the revised Strategic Plan, seconded by Ms. Karen Lentini, motion carried. <ul style="list-style-type: none"> • <u>Bank Accounts/Credit Card Process:</u> Ms. Schilling reported that all checking accounts were moved to one bank which is Whitney. Additionally, SCLHSA will be offering credit card capability at all BH sites-available after training and set-up by IT.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<p><u>Financial Report</u>: Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (May)</u>: Ms. Folse reviewed the FY 16 Budget Analysis for May as of 5/31/2016 including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Webcheck Report (May)</u>: Ms. Folse reviewed the FY 16 Webcheck Summary Report reflecting Collections and Projections for May as of 5/31/2016. • <u>Self-Generated Revenue Report (May)</u>: Ms. Folse reviewed the FY 2016 Self-Generated Revenue Report for May reflecting collections as of 5/31/16. <ul style="list-style-type: none"> ○ Mrs. Viola Daigle motioned to approve the FY 16 May Budget Analysis, the Webcheck Summary Report for May 2016 and the Self-Generated Revenue Report as of 5/31/2016, seconded by Mrs. Lynne Farlough, motion carried. <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Agency Statistics</u>: Ms. Bonner reviewed the FY 16 3rd Quarter Report for Services Provided by Behavioral Health Centers and Developmental Disabilities. • <u>Patient Satisfaction Survey Results</u>: Ms. Bonner reviewed the 3rd Quarter Patient Satisfaction Survey Results. • <u>LaPas</u>: Ms. Bonner reviewed the FY 16 3rd Quarter LaPas Report. • <u>Performance Indicators</u>: Ms. Bonner reviewed the 3rd Quarter Performance Indicator Report. • <u>Risk Management/General Safety Plan 2016</u>: Ms. Bonner reviewed the highlighted revisions to the 2016 Risk Management/General Safety Plan. • <u>Violence Prevention Plan 2016</u>: Ms. Bonner reviewed the highlighted revisions to the 2016 Violence Prevention Plan. <ul style="list-style-type: none"> ○ Mrs. Viola Daigle motioned to accept the revisions to the 2016 Risk Management/ General Safety Plan and the 2016 Violence Prevention Plan, seconded by Mrs. Lynne Farlough, motion carried. <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Mr. Cagle gave a brief update of the current DD Waiver status totaling 1151 waivers (801 NOW, 227 SW, 122 CC and 1 ROW). • Mr. Cagle reported the new-year (FY 17) funding begins 7/15/2016. • Mr. Cagle reported the next OCDD Quarterly Meeting is scheduled for next week. • Mr. Cagle reported all providers are compliant with home-based requirements. • <u>Service Changes</u>: • Mr. Cagle was invited to take part in the Community Family Task Force designated by OCDD. • Mr. Cagle reported the Advisory committee Meeting was held on 7/13/2016 and it was mentioned that the overtime rule will be enforced in 2019.
Old Business	None
New Business	None
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • SCLHSA July Calendar-Ms. Schilling briefly reviewed the July 2016 Calendar of • Chairman Nicholas stated the next Board meeting will be held on Thursday, August 11, 2016, @ 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.
Adjournment	Motion to adjourn by Mrs. Viola Daigle, seconded by Mr. Danny Smith, motion carried. Meeting adjourned at 7:40pm.