

**South Central Louisiana Human Services Authority
Board Meeting Minutes
November 12, 2020**

Members Present by ZOOM/Conference Call due to COVID 19: Bryan Zeringue (Lafourche), Lynne Farlough (St. John the Baptist), Barbra Fuselier (St. Charles), Ron Dantin (Lafourche), and Ray Nicholas (Assumption)

Members Absent: Cheryl Richoux (Terrebonne)

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), Kristin Bonner (Deputy Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), (Stephanie Benton (Secretary), and Macy Richard (Acting HR Director)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:02 p.m.
Opening Prayer & Pledge of Allegiance	Ms. Barbra Fuselier led the prayer and Bryan Zeringue 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 September 17, 2020 meeting were reviewed. Ms. Barbra Fuselier motioned to approve the minutes of the September 17, 2020 Board Meeting, seconded by Ms. Lynne Farlough, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Chairman Zeringue is the only Board Member with travel reimbursement for the meeting today due to meeting being held by ZOOM/Conference call and his attendance at the SCLHSA Office.</p> <p><u>Board Self-Member Evaluations:</u> Ms. Schilling reviewed the Board Self-Member Evaluations. The Board Members were asked to return the completed Evaluations prior to the December Board Meeting.</p> <p><u>Board Vacancy:</u> Ms. Schilling reported we did hear back from St. Mary Parish and they are working on the replacement. St. James Parish will discuss at the next Board Meeting. We will continue to advertise in St. Mary Parish, St. James Parish and Terrebonne Parish.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Employee Satisfaction Survey Results:</u> Ms. Schilling reviewed the Employee Satisfaction Survey Results to include additional comments. • <u>COVID-19 Survey Results:</u> Ms. Schilling reviewed the COVID-19 Survey Results to include additional comments. • <u>Contractor Survey Results:</u> Ms. Schilling reviewed the Contractor Survey Results. The results for the Employee Satisfaction, COVID-19 and Contractor Surveys were good overall. • <u>Regal Row Roofing Project to begin week of 10/19/20:</u> Ms. Schilling reported the Regal Row Roofing Project has begun. The job should be completed in two – three weeks. • <u>Employee Work Status – Two Team Staffing Began 10/26/20:</u> Ms. Schilling reported SCLHSA staffing now includes two Teams per Clinic and all clerical staff has returned to sites. This allows the opportunity to see more patients in the clinic setting. SCLHSA DD has also made changes to accommodate more staff in the office setting. • <u>CARF Dates – November 16-17, 2020:</u> Ms. Schilling discussed the CARF Survey is next week November 16 - 17. The CARF Survey will be virtual. Ms. Bonner and staff have spent the last couple of weeks preparing all documents to upload for review. Ms. Schilling will share results at the next Board Meeting. • <u>CARES ACT Funds Update:</u> Ms. Schilling gave an update on CARES Act Funds. Ms. Schilling and Ms. Folse have recently verified SCLHSA will receive 3.4 M, which is 45% of the SGF MOF swap for FY21. The HSIC meeting next week; hopefully we receive more information regarding the remaining funds.

Executive Director Report (cont'd)	<p><u>Financial Report:</u> Janelle Folsie</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (August, September):</u> Ms. Folsie reviewed the FY 20-21 Budget Analysis for August as of 8/31/2020, and September as of 9/30/2020, including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Revenue Report (August, September):</u> Ms. Folsie reviewed the FY 20-21 Revenue Report for August as of 8/31/2020, and September as of 9/30/2020, reflecting collections including recoupments/write-offs/adjustments as of 8/31/2020 and 9/30/2020. <ul style="list-style-type: none"> ○ Ms. Lynne Farlough motioned to approve the FY 20 -21 Budget Analysis for August as of 8/31/2020, and September as of 9/30/2020, seconded by Ray Nicholas, motion carried. ○ Mr. Ray Nicholas motioned to approve the FY20 -21 August and September Revenue Report for August as of 8/31/2020, and September as of 9/30/2020, seconded by Ms. Lynne Farlough, motion carried. <p><u>Operational Report:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Agency Statistics:</u> Ms. Bonner reviewed the Fourth Quarter FY20 Statistics to include Behavioral Health Shows, No Shows, and Services provided. Mr. Cagle reviewed DD's Fourth Quarter Requests for Services, Persons Serviced by Priority, Persons Served and Waiver Recipients. • <u>LaPAS:</u> Ms. Bonner reviewed LaPAS for FY'20 end of the year. The report included Administration Activities, Behavioral Health Services, Integrated Care, Developmental Disabilities and General Performance Indicators. The General Performance Indicators are reported only at the end of the year. We have to respond to anything over a 5% decrease. • <u>Performance Indicators:</u> Ms. Bonner reviewed the FY20 Performance Indicators. The Performance Indicators are broken down by Sites/Programs. SCLHSA CARF Accreditation requires certain Indicators in Access, Efficiency, Effectiveness and Satisfaction. • <u>Compliance Annual Summary Report:</u> Ms. Bonner reviewed the Compliance Annual Summary Report. The Areas of Risk include People, Property and Assets, Financial, Compliance and Billing. <ul style="list-style-type: none"> ○ Mr. Ray Nicholas motioned to approve the Compliance Annual Summary Report, seconded by Ms. Barbra Fuselier, motion carried. <p><u>Clinical Services:</u> Misty Hebert</p> <p><u>First Episode Psychosis Program Update:</u> Ms. Hebert gave an update of the First Episode Psychosis Program (FEP). Trainings for staff were provided through a grant with EPIC NOLA. SCLHSA has integrated the Program into our current treatment. The program is specialized to treat individuals when they experience their first episode of psychosis. We have a fully integrated team, which consists of an APRN, a Case Manager, a Peer Support Specialist, and two Counselors. TBHC was selected as the pilot for the Program, where clients receive very intense treatment. TBHC currently has 9 active clients in the FEP Program.</p> <p><u>Developmental Disabilities:</u> Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics/Update:</u> Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1,260 Waivers (730 NOW, 243 SW, 219 CC and 53 ROW). There are 284 in IFS, 42 Crisis and 123 enrolled in FFF. Mr. Cagle also discussed the closure of Robinswood Home in Lake Charles. Due to the recent hurricanes, Robinswood has shut their doors for good and the clients have been evacuated to Pinecrest in Alexandria. There has been some difficulty placing the clients due to their intense behavioral health needs. Three (3) have been placed in our area. Mr. Cagle also reported SCLSHA DD would be responsible for Support Coordination Monitoring. They participated in two Trainings and Mr. Cagle reported the Training went well. Mr. Cagle stated DD is currently putting together a team to comply. Mr. Cagle discussed the reopening of Day Programs/Adult Day Care in the region. The Day Programs/Adult Day Care can re-open based on guidelines received by OCDD. They must meet standards set in place by OCDD to re-open.
Old Business	None

New Business	<p>Executive Session – Executive Director Evaluation Process and Job Description Review, Ms. Macy Richard.</p> <ul style="list-style-type: none"> ○ Mr. Ray Nicholas motioned to go into Executive Session at 7:01 pm, seconded by Ms. Lynne Farlough, motion carried. ○ Ms. Barbra Fuselier motioned to go back into Regular Session at 7:15 pm, seconded by Mr. Ray Nicholas, motion carried.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>Board Meeting Schedule</u>: Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, December 3, 2020, @ 6:00pm, via ZOOM/Conference Call or in person.
Adjournment	Motion to adjourn by Ms. Barbra Fuselier, seconded by Ms. Lynne Farlough, motion carried. Meeting adjourned at 7:21 pm.