

**South Central Louisiana Human Services Authority
Board Meeting Minutes
October 20, 2022**

Members Present: Bryan Zeringue (Lafourche), Barbra Fuselier (Assumption), Ms. Lynne Farlough (St. John the Baptist), Becky Hohensee (Terrebonne) and Travion Smith (Terrebonne)

Members Absent: Ray Nicholas (Assumption) and Adriane Kyle (St. Mary)

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), Stephanie Benton (Secretary), and Ms. Macy Comeaux (HR Director).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:00 p.m.
Opening Prayer & Pledge of Allegiance	Ms. Lynne Farlough led the prayer and Mr. 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 15, 2022 meeting were reviewed. Ms. Barbra Fuselier motioned to approve the minutes of September 15, 2022 Board Meeting, seconded by Ms. Lynne Farlough, motion carried and minutes were approved.
Board Issues	<ul style="list-style-type: none"> • <u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms. • <u>Update on Board Positions for Lafourche and St. James Parish:</u> Ms. Schilling reported Ms. Aggie Thibodaux has sent in her application and will be presented for appointment at the next Lafourche Parish Council Meeting. If all goes well, Ms. Thibodaux should be present at our November Meeting. Ms. Schilling also reported she has sent a follow up email to a North Vacherie Council Member who is assisting with finding someone for St. James Parish. They will continue to advertise for the vacancy in St. James Parish. • <u>New Terrebonne Parish Board Member Travion Smith:</u> Mr. Zeringue welcomed our new Terrebonne Parish Board Member, Mr. Travion Smith. Mr. Smith gave a brief introduction and expressed his excitement in becoming a Board Member for SCLHSA. • <u>Board Member Conflicts of Interest Statements:</u> Ms. Schilling has requested all Board Members sign and date the Conflict of Interest Statements and turn them in at the end of the Meeting.
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Site/Staffing Updates:</u> Ms. Schilling reported the generator should be installed soon at RPBH. We still have some issues at Regal Row that Ms. Schilling will discuss later in the Hurricane Ida Update. Ms. Schilling also reported there are several staffing vacancies we are working to fill - Licensed Counselors, Social Workers, also a Psychiatrist and we are still searching for another Psychologist. Ms. Comeaux discussed she is working with Marketing on creating a "Landing Page" on the Civil Service jobsite and a LinkedIn Employer Page to include five (5) job slots in the hopes of expanding recruitment. • <u>Civil Service Full Audit Results:</u> Ms. Schilling reported on the Civil Service Full Audit Results. SCLHSA has scored a 100% on the Audit. Ms. Comeaux discussed how impressed the Auditor was with the efficiency of uploading requested documents. Ms. Comeaux is very proud of the HR staff. • <u>Recovery Center Open House (10/21); NASW Meeting (10/21); CIT Class (10/24-28 and 11/14-18) and Dispatcher Training (11/2):</u> Ms. Schilling gave an update of upcoming Events for SCLHSA. The Recovery Center Open House in Morgan City will be held on 10/21/22. We are hosting the NASW Meeting at the North Terrebonne Library in Gray on 10/21/22 as well. SCLHSA will host two (2) CIT

Executive Director Report cont.	<p>Trainings on 10/24 – 10/28/22 at the Lafourche Parish Sheriff’s Office and 11/14 – 11/18/22 at the St. Charles Parish Sheriff’s Office. A Dispatcher Training is also scheduled for 11/2/22.</p> <ul style="list-style-type: none"> • <u>Statewide Opioid Website Update</u>: Ms. Schilling gave an update on the Statewide Opioid Website. SCLHSA Marketing Team continues to work on revamping the website. SCLHSA Marketing Rep, Mr. Ethan Bascle, has been meeting with Fiegly Productions and learning the ins and outs of maintaining the Website. We have also involved all LGE’s on what they would like to include for their catchment areas. LDH/OBH now wants to be involved and must approve any additions/changes to the site. • <u>WWL Streaming Analytics for second Opioid Campaign</u>: Ms. Schilling discussed with additional LaSOR funds left over from the Statewide Opioid Website, SLCHSA ran a second Opioid Campaign with WWL and included all ten (10) LGE’s. Ms. Schilling reviewed the Analytics within the fifteen (15) day Campaign - video completion rate of 97.78%, 568,692 impressions, 4,634 hours watched, 95.73% commercials were viewed on television, 3.67 on desktops, and .52 on mobile web. There were over 100 zip codes reached. • <u>Claire House Inquiry and Response</u>: Ms. Schilling gave an update on the fraudulent activities found at Claire House, which at that time, was owned and operated by the St. Mary Parish Government. We recently received a letter from the St. Mary Parish District Attorney requesting an update on what we have done so far. Ms. Schilling originally sent findings to the St. Mary Parish Government and Legislative Auditor and all others involved in March. She again informed the DA on all that we have done in the matter including copies of all previous communications. There have been no resolutions to date. • <u>VoIP Implementation</u>: Ms. Schilling reported VoIP Implementation is in progress. SCLHSA has put together a Data Team including selected staff from each site that met with AT&T last week to discuss the setup of the HVS Database for SCLHSA. SCLHA staff have given input on features they would like to include on the VoIP through surveys and staff seem very excited for the VoIP implementation. • <u>Hurricane Ida Claims Update</u>: Ms. Schilling reviewed a handout on Hurricane Ida Claims of which Regal Row Building Construction is still Pending. Mr. Troy Theriot is working on this. We are still waiting on one final payment for LBHC. Pharmacy and RPBH claims have been paid. SCLHSA paid out \$260,810.59 initially and we have received claim reimbursements from Sedgwick totaling \$190,299.38 to date. This does not include construction cost at Regal Row. Ms. Schilling discussed expansion of the Regal Row parking area to include an area to park the SCLHSA Mobile Unit. • <u>Agency Accounts</u>: Ms. Schilling reviewed Bank Account Balances as of 9/30/2022 as well as the SCLHSA Escrow Account in Baton Rouge, which has a total of \$285,337.36.
Fiscal Report	<p><u>Fiscal Report</u>: Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (August/September)</u>: Ms. Folse reviewed the FY 22-23 Budget Analysis for August as of 8/31/2022 and September as of 9/30/22, including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Revenue Report (August/September)</u>: Ms. Folse reviewed the FY 22-23 for August as of 8/31/22 and September as of 8/30/22, reflecting collections including recoupments/write-offs/adjustments for August as of 8/31/2022 and for September as of 9/30/22. <ul style="list-style-type: none"> ○ Ms. Lynne Farlough motioned to approve the FY 22-23 August/September Budget Analysis and the Revenue Reports for August as of 8/31/2022 and September as of 9/30/2022 seconded by Ms. Barbra Fuselier, motion carried. ○ Ms. Barbra Fuselier motioned to approve the FY 22-23 August/September Budget Analysis and the Revenue Report for August as of 8/31/2022 and September as of 9/30/2022, seconded by Ms. Becky Hohensee.
Operational Report	<p><u>Operational Report</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Portal Statistics</u>: Ms. Bonner reviewed the Portal Statistics for FY22 Quarter 4. The Statistics include Number of Web-Enables Clients (15,307), Number of Clients who Sent Portal Messages Q4 (17,286), Televisits (513 LBHC, 490 RPBHC, 631 SMBHC and 1228 TBHC) Call Duration (average 24 minutes) and Wait Time (average 17 minutes).

Clinical Services	<p><u>Clinical Services:</u> Misty Hebert</p> <ul style="list-style-type: none"> <u>Prevention Services Update:</u> Ms. Hebert gave an update of Prevention Services. The Catch My Breath Program is going well. There are plenty of schools interested in implementing the Program. We are working on the MOUs with the facilities. Ms. Hebert has met with Baton Rouge for the use of Tobacco Funds for the Catch My Breath Program. We have received approval to utilize these funds for the Program. Prevention is working on Compliance Checks – they just completed a MOU today with the Terrebonne Parish Sheriff’s Office for the Rougarou Festival. They are also printing/distributing materials for Tobacco 21 (Prevention efforts advertising that the smoking age is 21), and they are also working on gathering sites for the SYNAR Project – checks on convenient stores selling tobacco products to underage individuals. Ms. Hebert reported Amy Cobb has replaced Alicia Toups. Amy has been a great addition to the SCLHSA Prevention Program. Ms. Cobb and Ms. Harris are also planning activities for the SCLHSA staff for Red Ribbon week that is coming up.
Developmental Disabilities	<p><u>Developmental Disabilities:</u> Mr. Wesley Cagle</p> <ul style="list-style-type: none"> <u>Program Statistics:</u> Mr. Cagle gave a brief update of the current DD Waiver statistics - 675 NOW, 309 SW, 270 CC and 108 ROW total active cases 1362. There are also 146 individuals in FFF, 234 in IFS and 39 Crisis. <u>Developmental Disability Program Updates:</u> Mr. Cagle gave an update of the Developmental Disability Programs. Mr. Cagle discussed the Federal Home Base Setting Rule. Mr. Cagle and Ms. Filch have been working on getting the Vocational Providers ready for the validation visits. They have been going well and are ready. Only one agency needs to put corrective action plans in place to be in compliance. Mr. Cagle discussed changes to the SIS LA Plus Systems and the access tool in which Support Coordination works through level of care based on assessment at the time. There are some concerns with the changes. The issues will be discussed at the Developmental Disabilities Directors Meeting next month. Mr. Cagle also gave an update on the Triage/Crisis Diversion Process. There have been issues with meetings/Zoom calls. There is no efficiency in the process. OCDD will present new changes to the Triage/Crisis Process at the November 16, 2022 Meeting. Mr. Cagle also gave an update on the Act 421 Program. They are still having issues with receiving incomplete packets from Medicaid. There has been a Meeting and the issues have been identified. Mr. Cagle also reported on November 14, 2022, SCLHSA DD with host the “Empowerment through Employment Conference” at the Terrebonne Parish Library – Main Branch.
Views and Comments by the Public	
Old Business:	<p>Executive Session – per Chairman.</p> <ul style="list-style-type: none"> Ms. Barbra Fuselier motioned to go into Executive Session at 6:55 pm, seconded by Ms. Becky Hohensee, motion carried. Ms. Barbra Fuselier motioned to go back into Regular Session at 7:11 pm, seconded by Ms. Lynne Farlough, motion carried.
New Business:	<p>Executive Director Search Update</p> <ul style="list-style-type: none"> On the Board Committee Meeting of October 6, 2022 Ms. Kristin Bonner was selected as the new Executive Director by unanimous decision by the Board of Directors. Mr. Zeringue congratulated Ms. Kristin Bonner on being selected as the new Executive Director for South Central Louisiana Human Services Authority. Ms. Bonner will take over operations after Ms. Schilling’s retirement date of 11/18/2022. A Board Resolution will be signed and notarized giving Ms. Kristin Bonner full authority for SCLHSA as of November 21, 2022.
Consideration of Other Matters	<ul style="list-style-type: none"> <u>Board Meeting Schedule:</u> After discussion with Board Members, Chairman Bryan Zeringue stated the next Board Meeting will be held on Thursday, November 10, 2022 @ 6:00pm at SCLHSA Administration Office.
Adjournment	<p>Motion to adjourn by Ms. Becky Hohensee, seconded by Ms. Barbra Fuselier, motion carried. Meeting adjourned at 7:15 pm.</p>