

South Central Louisiana Human Services Authority

Board Meeting Minutes

October 8, 2015

Members Present: Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Alisa Dunklin (St. James), Lynne Farlough (St. John), Gordon Landry (Terrebonne) and Danny Smith (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 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Chairman Nicholas led the prayer and Mrs. Viola Daigle 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 10, 2015 meeting were reviewed. Mrs. Lynne Farlough motioned to approve the minutes of the September 10, 2015 Board Meeting, seconded by Ms. Karen Lentini, 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 no further information was received and St. Mary Parish President/Council will be contacted for further discussion to fill the vacant Board Member position.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Art of Respect Program Update:</u> Ms. Schilling reviewed the Art of Respect Statistics spreadsheet reflecting the total number of participants/artists and gave a brief update of the events/receptions held on September 22, 2015 at 10:30am at the Terrebonne Parish Main Library in Houma and at 2:30pm at the St. Charles Library in Destrehan. Ms. Schilling noted that Ms. Jill Egle was the Guest Speaker at both receptions. The event was a huge success and well attended. The artwork will be displayed at the both libraries throughout the month of October. • <u>Operational Plan FY 16/17:</u> Ms. Schilling reviewed the draft/highlighted revisions to the FY 16/17 Annual Operational Plan for Board approval. • <u>Strategic Plan:</u> Ms. Schilling reviewed the draft/highlighted changes to the 2015 Strategic Plan for Board approval. A motion was entertained by Mrs. Viola Daigle to accept the revisions to the FY 16/17 Annual Operational Plan and the 2015 Strategic Plan, seconded by Ms. Lynne Farlough, motion carried. • <u>Update on Bayou Health Contracts:</u> Ms. Schilling gave a brief update of the Bayou Health Contracts noting the Fiscal Department has been communicating with the Bayou Health Plans and their response was that the credentialing process is in progress, awaiting the receipt of the contracts. • <u>DHH Oversight:</u> Ms. Schilling gave a brief overview of DHH Oversight noting the importance of the decision whether SCLHSA is an LGE or a State Agency. SCLHSA is taking on more responsibilities from DHH and all ED's are frustrated. This topic will be discussed at the November HSIC meeting. • Ms. Schilling gave a brief update/overview of the following SCLHSA projects: Capital Outlay-\$985,000 for building purchase/renovations for the SCLHSA Administration Office. Debt Recovery Funds-\$20,000 available and will be put toward the moving/set-up of the large generator. Facility Planning Major Repair Funds-\$50,000 available and will be put toward door/window replacements at the RPBHC. • <u>FY 16/17 Budget Submission:</u> Ms. Schilling reported the draft of the FY 16/17 Budget was submitted to DHH. Discussed funding for the crisis team, the purchase of state vehicle, and IT training that was carried forward from FY 15/16.

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Executive Director Report (cont'd)	<ul style="list-style-type: none"> • Ms. Schilling gave a brief update on the relocation of the RP sites. The RPAC will move to the new location at 232 Belle Terre, Suite B and the Pharmacy will be moved to the RPTC. <p><u>Financial Report:</u> Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary:</u> Ms. Folse reviewed the FY 16 Budget Analysis for September as of 9/30/2015 including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Webcheck Report:</u> Ms. Folse reviewed the FY 16 Webcheck Summary Report reflecting Collections and Projections for September as of 9/30/2015. • <u>Self-Generated Revenue Report:</u> Ms. Folse reviewed the FY 2016 Self-Generated Revenue Report for September reflecting collections as of 9/30/15. <p>Motion to approve the FY 16 September Budget Analysis, the FY 16 Webcheck Summary Report for September 2015 and the FY 2016 Self-Generated Revenue Report as of 9/30/2015 by Ms. Karen Lentini, seconded by Mrs. Viola Daigle, motion carried.</p> <p><u>Operational Review:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>COOP Plan:</u> Ms. Bonner reviewed the highlighted changes to the COOP Plan for Board approval. • <u>Violence Prevention Plan:</u> Ms. Bonner reviewed the highlighted changes to the Violence Prevention Plan for Board approval. • <u>Performance Improvement Plan:</u> Ms. Bonner reviewed the highlighted changes to the Performance Improvement Plan for Board approval. • <u>Risk Management and General Safety Plan:</u> Ms. Bonner reviewed the highlighted changes to the Risk Management and General Safety Plan for Board approval. <p>A motion was entertained by Ms. Alisa Dunklin to accept the revisions to the COOP Plan, the Violence Prevention Plan, the Performance Improvement Plan and the Risk Management and General Safety Plan, seconded by Mrs. Viola Daigle, motion carried.</p> <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 1125 waivers (800 NOW, 201 SW, 123 CC and 1 ROW). • <u>Transformation Update:</u> Mr. Cagle reported no updated information was received regarding the System Transformation and will forward upon receipt. • Mr. Cagle reported DD continues to plan for the "Empowerment through Employment" initiative 2-day conference to be held in mid-January 2016 in Laplace and Houma. The goal of the conference is to encourage parents and family members to help their loved ones with developmental disabilities to gain employment. • Mr. Cagle stated DD participated in the Autism Expo in Houma on September 19, 2015. There was a very good turnout for the event. • Mr. Cagle stated the DD Provider Meeting was held on October 1, 2015 and it was well attended. Stephanie Patrick with the Advocacy Center spoke about the voting rights of DD clients and responsibilities of all Providers. • Mr. Cagle reported DD participated in a Roundtable discussion with Support Coordination Agencies and Providers on issues with Support Employment as it relates to Integration and the Home Settings Rule.
Old Business	None
New Business	<p><u>Executive Session (Executive Director Evaluation Process):</u> Melicia Levron</p> <p>At 7:15 pm, Mrs. Viola Daigle entertained a motion to move into Executive Session to discuss the Executive Director's Evaluation Process, seconded by Mrs. Lynne Farlough, motion carried.</p> <p>At 7:50 pm, Mr. Gordon Landry entertained a motion to move back into Regular Session, seconded by Mr. Herbert Barnes, motion carried.</p>

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New Business (cont'd)	<ul style="list-style-type: none"> • Chairman Nicholas reported that after reviewing the scores of the Executive Director Evaluation resulting in an Exceptional rating, the SCLHSA Board of Directors voted unanimously to award Ms. Lisa Schilling, SCLHSA Executive Director, an 8% salary increase. The 8% Merit Increase brings Ms. Schilling into line with the other Executive Director's throughout the State and the increases they received this year. • Ms. Schilling reviewed the Executive Director ENDS Statement and Vision for FY 15-16. Motion to accept Ms. Schilling's ENDS Statement by Ms. Karen Lentini, seconded by Mr. Gordon Landry, motion carried.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • Ms. Schilling reviewed the October Calendar of Events. • The Board voted unanimously to cancel the November Board Meeting due to the holidays for the month and staff obligations for state reports for FY 16/17 Budget, Analysis Management Reports. DHH-MOU changes, etc. • Chairman Nicholas stated the next Board meeting will be held on Thursday, December 3, 2015 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.
Adjournment	Motion to adjourn by Mr. Danny Smith, seconded by Mrs. Lynne Farlough, motion carried. Meeting adjourned at 8:10pm.