



Board Meeting Minutes
June 14, 2021

Meeting held at 302 Dulles Dr. Lafayette, LA. 70506. Auditorium #4.

Members Present: Elizabeth West (Governor Appointment/Evangeline Parish); Janise Hardy (Vermilion Parish); Quinta Thompson (Governor Appointment/Lafayette Parish); Carol Broussard (Iberia Parish); Micah Moscovis (St. Landry Parish); Yasmin Welch (Lafayette Parish); John Stefanski (Acadia Parish); David Merrill (Governor Appointment/Iberia Parish)

Members Absent: **Vacancies*(Evangeline and St. Martin Parishes)*

Others in Attendance: Brad Farmer, Executive Director; Tosha Latiolais, Administrative Assistant; Jennifer Stelly, Director of Human Resource; Tammara Smith, CCO; Daniel Leger, CFO; Tynese Breaux, Tyler Behavior Health Clinic Manager; Yancey Mire, Director of Behavioral Health Services.

1. A quorum was present and the meeting called to order 3:21 p.m. by Janise Hardy.
2. Notice of the meeting was posted and copy of Open Meeting Law was available. One audience member of the public was present.
3. A motion was made by David Merrill and seconded by Elizabeth to accept the Consent Agenda. Motion passed unanimously.
 - Topic 1 Board-ED Linkage: Unity of Control (Pol 3.2)
 - Board-ED Linkage: Monitoring of Executive Director (Pol 3.5)
 - Topic 2 Executive Limit: Communication & Support (Pol 1.9)
 - Topic 3 Governance Process: Members' Code of Conduct, Ethics, Conflict of Interest (Pol 2.6)
 - Board Committee Principles (Pol 2.7)
4. Recognition of Members of the Public: Ms. Kay Irby was present to observe and give feedback to the Board.

5. Public Comments/Input: Kay Irby advised the Board that she has worked with Mr. Farmer through the years and has also worked in the nonprofit community for over 20 years. She was formerly part of the Louisiana Association of Nonprofit Organizations and is currently a nonprofit consultant based out of Baton Rouge.

6. Comments from Executive Director:
 - Informational handouts were distributed, in April 2021, by the OCDD Department for a project to collect Easter Baskets for children who may not have any resources at home. In 2020, 237 baskets were collected and distributed. This year staff set a goal to collect 400 baskets. Staff exceeded the goal and collected 807 baskets, which were collected and distributed. Ms. Johnnie Washington from the OCDD Department is the person who is over this program.

 - Topic 1 COVID Update
 - All clinics are opened and have a majority of the staff working in office with a small amount still teleworking from home. Staff is still practicing social distancing and wearing mask in all common areas. Chicot State Park is still up and running and the clinic is still participating in the on-call system of care.

 - Topic 2 Pharmacy update
 - A Tele-Pharmacy was opened on April 26, 2021 at our Crowley location. This was the first one of its kind in the state to open. Caitlyn Bertrand, who is the Pharmacist at the Tyler Behavioral Health location, is the Genoa Tele Pharmacist for this new location. The Louisiana Board of Pharmacy members have stopped by to view the location and learn how it will operate.

 - Topic 3 Physician recruitment
 - AAHSD was able to finalize a deal with a new child and adolescent psychiatrist. Mr. Luke Verrett will be starting in mid-July and will work 4 days a week between the clinics. Details are still in the process of being finalized for his clinic location schedule.

 - Topic 4 Grants update
 - AAHSD currently has several grants that are pending. A request for additional funding has been submitted for items such as extra equipment related to computers, telehealth, supplies, outreach training, increasing peer support, as well as special training for adversity and equity inclusion. We are also waiting on a grant pending from Beacon Connections to help develop a structure for a mobile integrated shared network.

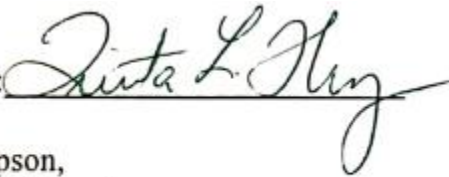
- Topic 5 Budget Overview-Daniel Leger, CFO
 - The AAHSD Category Expenditure Explanations Form was given to board members and Daniel Leger explained how funding is received and determined as well as what is and is not allowed.
- Topic 6 Contracts overview-Tammara Smith, Compliance Officer
 - Board members received an itemized list of AAHSD's contracts that detailed the contractors' names, location of the parish in which they serve, the amount of the contract, services provided, and to which target population.
- Topic 7 Audit CAP update
 - Board members received a copy of the Legislative Audit Corrective Action Plan Quarterly Report which includes data from January 1, 2021-March 31, 2021. Mr. Farmer reviewed the report findings with the board members.
- Act 73 Comprehensive Annual report
 - Board members were given a copy of the Act 73 Comprehensive Annual Report which was prepared by the Office of the Secretary, Office of Behavioral Health, and Office for Citizens with Developmental Disabilities from the active year of 2020 and was just presented to the state legislature.

7. Comments from the Chair:

- Topic 1 Governance process discussion-ethics training requirement
 - Janise Hardy reminded members of the Ethics training requirement and handed out a copy of the "Code of Ethics; Code of Conduct; Conflict of Interest Summary Statement and Annual Acknowledgment" form that is required to be signed once a year by each member and kept on file. Members were also reminded that they need to submit their Tier 2.1 forms to the state if they have not already done so, as they were due May 15, 2021.
- Topic 2 Board Advocacy Reports
 - Janise Hardy advised that she participated in the training link Mr. Farmer sent to her and Elizabeth West for suicide training and it was very informative and she enjoyed learning about suicide prevention.
- Board Business (from Agenda Calendar)
 - Executive Session: Executive Director annual performance evaluation

8. Motion to move into Executive Session by Micah Moscovis and seconded by David Merrill at 4:45 pm to discuss the Executive Director performance review.
9. Motion to move out of Executive Session by Carol Broussard and seconded by Elizabeth West at 5:18 pm.
10. Motion by John Stefanski for 3% increase to be applied to our Executive Director's salary effective July 1, 2021 and seconded by David Merrill. Motion passed unanimously.
 - Janise Hardy thanked Mr. Farmer for everything he has done this past year and was given a copy of the comments and goals that were submitted by the members and a copy was also given to Jennifer Stelly, Director of Human Resource.
 - Micah Moscovis inquired about voting to do away with the "Code of Ethics; Code of Conduct; Conflict of Interest Summary Statement and Annual Acknowledgment" form. Mr. Farmer advised that is part of the governance standards requirement for the National Accreditation process. Mr. Farmer advised he would send the board members the information/verbiage from the National Standards Manual and advised the Board that it is also part of the policy (2.6) that is in the Board Governance Manual regarding ethics and conflict of interest.
11. Next meeting to be conducted July 19, 2021. Meeting notices will be sent out and posted.
12. Motion to adjourn by Carol Broussard and seconded by Micah Moscovis. Meeting adjourned 5:29 pm.

Submitted by:



Quinta Thompson,
AAHSD Board Secretary