



**Acadiana Area Human Services District-Board Meeting Minutes**

**Tyler Mental Health Clinic, 302 Dulles Drive, Auditorium 2, Lafayette, LA**

**March 25, 2013**

**Members Present:** Gwen Klorer, (Vermilion Parish); Patricia LaBrosse, (Lafayette Parish); Kay Marcel, (Iberia Parish); Mary Neiheisel, (Lafayette Parish); John Pitre, (Evangeline Parish); George J. Pourciau, Jr., (Acadia Parish)

**Members Absent:** Georgie Blanchard, (St. Martin Parish); Rob Eastin (Evangeline Parish) – notified/work conflict; Claude Devillier (St. Landry Parish) – notified/out of town

**Employees:** Brad Farmer, Executive Director; Jennifer Sonnier, Administrative Assistant

**Others:** Russell Semon, DHH Liaison; Gwendelyn Tezeno St. Landry/ parent; Mauricia Walters, FHF of Acadiana; Roger Wiltz (Parks Community Support Services Director/contract services); Joseph Carnell (SYNAR Coordinator for Region 4/contract services)

| Agenda Item       | Discussion   | Action  |
|-------------------|--|---|
| Call to Order     | Board members and guests introduced themselves.<br><br>George Pourciau, newly appointed member from Acadia Parish, was welcomed to Board.  | Call to order by Dr. Mary B. Neiheisel, Chair, at 6:29 p.m. |
| Roll Call         | <u>6</u> board members personally present. Roll signed by members.   |   |
| Quorum            | <u>6</u> board members personally present.   | Quorum announced by secretary.                              |
| Agenda/Amendments | Chair, asked for additional agenda items.<br><br>Agenda amendments proposed:<br><b>New Business –</b><br>1. ED Travel<br><b>Unfinished Business -</b><br>1. Member Attendance & Recruitment<br>2. Connecting community input with ENDS Statement | Agenda approved with amendments.                            |

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|---|--|--------------------------|
|   | Kay Marcel/Patricia LaBrosse moved/seconded approval of changes.   |                          |
| Guests  | Invited to comment - none  | Introduced and welcomed. |
| Minutes of February 25, 2013  | John/Gwen moved/seconded approval of minutes.  | Minutes approved.        |
| Public Comments   | None from guests   |                          |
| <p>Unfinished business</p> <p style="margin-left: 20px;">a. Financial Planning/Budgeting</p> <p style="margin-left: 20px;">b. Member Attendance &amp; Recruitment</p> | <p>a. ED updated Board on current process of reviewing all current contracts/lease agreements. Finding duplications related to previous separate funding for addictive disorders and mental health offices and consolidating for savings (for example, equipment, etc.). Considering OCDD office/personnel into Tyler Mental Health Clinic by October 1<sup>st</sup> for potential savings of \$150,000.</p> <p>b. <b>Attendance:</b> Chair stated that member attendance will be monitored and policy related to attendance and absences will be implemented as needed.</p> <p><b>Recruitment:</b> Staff noted some confusion among appointing authorities about their role in appointing members. ED will host an in-service for appointing authorities to introduce AAHSD to them and their role in appointing.</p> <p>Several people have contacted the AAHSD office asking how to be a Board member.</p> <p>George Pourciau shared his plan to update the Parish Council in Acadia Parish about AAHSD activities.</p> <p>Rusty Semon advised that a formal recruitment process/policy statement</p> |                          |

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|---|--|--------|
| <p>c. Connecting community input with ENDS Statement</p>  | <p>be developed.</p> <p>c. <b>ENDS Statement development and community input.</b> Chair and ED will develop a process for reviewing the Board's current ENDS statement to determine how comments from the AAHSD community forums, Magellan forum, and Lafayette Advertiser mental health forum connects to the statement and revising the statement as needed.</p>   |        |
| <p>Agenda Calendar Items</p> <p>a. Board-ED Linkage</p> <p>i. Unity of Control (direct inspection)</p> <p>b. Executive Limits</p> <p>i. Communication with and Support to the Board (direct inspection)</p> | <p>i. Board members reviewed and determined there is compliance with this policy.</p> <p>i. Board members reviewed and determined that the ED is providing comprehensive and timely information and support to the Board related to activities, community events, and information/preparation for Board meetings.</p>  |        |
| <p>New Business</p> <p>a. LGE Readiness Assessment (Phase II) request</p> <p>b. CARF survey</p>   | <p>Brad and Mary will contact DHH team to suggest April 22<sup>nd</sup> at 3 p.m. for site visit.</p> <p>ED continues to participate in statewide initiatives for accreditation. All information has been submitted and awaiting date for site visit. Board will be notified of date for site visit and invited to attend, but participation is not a requirement for accreditation since CARF's focus is on</p> |        |

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|-----------------------------------|--|---|
| c. ED Travel                      | <p>operational component.</p> <p>c. Letter signed by Chair approving ED travel to Tucson conference.</p> <p>Patricia LaBrosse/Gwen Klorer moved/seconded approval of letter.</p>   | Motion carried.   |
| Comments from ED                  | <p>ED and staff will attend Appropriations Committee meeting in Baton Rouge tomorrow to answer questions related to 2013 budget requests.</p> <p>ED and OBH regional manager will attend meeting Thursday in Baton Rouge concerning primary care in Behavioral Health.</p> |   |
| Comments from Chair               | <p>Recognized ED for participation on the Lafayette Advertiser Mental Health Forum panel.</p> <p>Will plan orientation for new members.</p>  |   |
| Other Announcements               | None   |   |
| Date and location of Next Meeting |  | <p>Date and Time: April 22, 2013, 6:15p.m.</p> <p>Location : Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA</p> |
| Agenda Items for next meeting     | <p>Agenda Calendar Items:</p> <ul style="list-style-type: none"> <li>• Board Committee Principals</li> <li>• Emergency ED Succession</li> </ul>  |   |
| Adjournment                       | Patricia/Gwen moved/seconded adjournment of meeting at 7:29 pm.  | Meeting adjourned 7:29 pm.  |
| Submitted by Secretary            |  | <p><i>Kay Marcel</i></p> <p>Kay Marcel<br/>Secretary, AAHSDB</p>  |