



Acadiana Area Human Services District

Board Meeting Minutes

Tyler Behavioral Health Clinic

December 16, 2015

Members Present: Patricia LaBrosse (Governor Appointment/Lafayette Parish); Janise Hardy (Vermilion Parish); Darla Louviere (Iberia Parish); Rob Eastin (Evangeline Parish); Claire Daly (Governor Appointment/Iberia Parish); Mary Neiheisel (Lafayette Parish)

Members Absent: Amy Theobald (St. Landry Parish); VACANT (Acadia Parish); VACANT (St. Martin Parish); VACANT (Governor Appointment/Evangeline Parish)

Employees: Brad Farmer, Executive Director; Monica Echeverria, Administrative Assistant; Tammara Smith, Corporate Compliance Officer

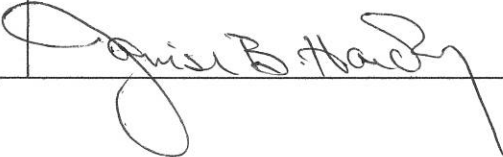
Others:

Agenda Item	Discussion	Action
Call to Order		Call to order by Patricia LaBrosse, Chair, at <u>3:35</u> p.m.
Roll Call	6 board members personally present.	
Quorum	6 board members personally present.	Secretary announced a Quorum present.
Approval of the Consent Agenda for December 15, 2015	Darla Louviere / Claire Daly moved/seconded approval of the Consent Agenda for December 15, 2015.	Motion passed unanimously
Solicit Public Comment Requests	Public Notices were posted at the AAHSD clinics and on the website. Open meeting laws are available.	
Public Comments/Input	No public comments.	

Agenda Item	Discussion	Action
<p data-bbox="204 306 496 338">Agenda Calendar Items</p> <p data-bbox="204 373 456 405">a. Executive Limits</p> <p data-bbox="272 411 602 478">i. Treatment of Consumers (pg 4)</p>	<p data-bbox="638 411 1138 478">Tammara Smith gave an overview of the treatments of clients.</p> <p data-bbox="638 516 1133 583">Clients receive a copy of client rights on a yearly basis.</p> <p data-bbox="638 621 1149 961">Comment boxes are located at various locations at each clinic in the district. Clients can comment about services, staff and facilities. Tammara compiles the comment cards and completes a report every quarter each clinic. The reports are shared with management and staff. Tammara has an open door policy if the client does not feel comfortable using a comment card.</p> <p data-bbox="638 999 1143 1276">National Voter Registration Act (NVRA) At each clinic clients and visitors are offered the opportunity to register to vote or to update their current voter registration information. This is a state mandated program as such voter registration numbers are reported to the state.</p> <p data-bbox="638 1314 1105 1381">AAHSD staff will receive customer service training in the coming months.</p> <p data-bbox="638 1419 1149 1661">AAHSD is subject to customer satisfaction surveys such as the Ces Bons survey. Each clinic is reviewed individually on a rotating yearly basis and the results are posted in each clinic. DHH has a grievance process as well if a client feels their needs.</p> <p data-bbox="638 1698 1097 1766">AAHSD has three operational polices regarding treatment of clients.</p>	

Agenda Item	Discussion	Action
<p>b. Board Business</p> <p>i. Present Slate of Officers</p> <p>ii. Strategic Plan and Selected Initiatives (Executive Director Report)</p> <p>1. EHR</p> <p>2. Bayou Health</p>	<p>Janise Hardy / Darla Louviere moved/ seconded that the Board is operating in compliance with this policy.</p> <p>Rob Eastin, Darla Louviere, and Claire Daly served on the nominating committee. Rob presented the nomination slate and the following Board members accepted their nominations:</p> <p>Patricia LaBrosse-Chair Rob Eastin -Vice Chair Darla Louviere -Secretary Claire Daly -Treasurer</p> <p>Rob requested that the Chair call for nominations from the floor. The Chair called for any other nominations from the floor. No other nominations were made.</p> <p>The nominating committee will produce the voting ballot at the next meeting.</p> <p>Carelogic, new electronic health record system, was implemented on December 1st. Staff and contract staff have received training using the new system.</p> <p>Bayou Health began on December 1st. AAHSD is listed as a provider with all five companies' networks.</p> <p>There were no responses to the RFP for indigent population prior authorizations. There are eleven services that require prior authorizations. OBH will handle approvals for six of the services and the Districts will handle approvals for the other five services.</p>	<p>Motion passed unanimously</p>

Agenda Item	Discussion	Action
<p>3. Contracts/MOUs</p> <p>4. Accreditation efforts</p>	<p>Brad Farmer reviewed the list of current AAHSD MOUs.</p> <p>The district's CARF accreditation will expire June 2016. The CARF application will be submitted by December 31st and the survey could be completed in April or May.</p> <p>This year AAHSD sponsored CARF 202 training and will sponsor training on clinical documentation on January 19th.</p> <p>AAHSD will be participating in the Families Helping Families Legislative Round Table.</p> <p>AAHSD staff collected 156 pounds of food during the FoodNet food drive.</p>	
<p>Unfinished Business</p> <p>a. Board training needs/plans</p>	<p>The Board will narrow down possible dates for a Board retreat in March or April using the Doodle planner. Dr. Corey Sparks with LANO will present the training at the retreat.</p>	
<p>Comments from Ex. Director</p> <p>Local initiatives report</p> <p>i. NAS (Neonatal Abstinence Syndrome)</p> <p>ii. CJCC (Criminal Justice Coordinating Cmte)</p>	<p>The WIC clinic is open the first and third Friday of the month at the Office of Public Health. An AAHSD substance abuse counselor has been present at the last two clinics.</p> <p>CJCC hosted a mental health and criminal justice meeting and Brad was on the agenda to talk about AAHSD.</p>	
<p>Comments from Chair</p>	<p>The Chair thanked the Board for a successful year and wished everyone a safe and happy holiday.</p>	

Agenda Item	Discussion	Action
Date, Time & Location of Next Meeting	Wednesday, January 27, 2016	Date and Time: Wednesday, January 27, 2016 @ 3:30pm Location : Crowley BHC 302 Dulles Drive Lafayette, LA 70506
Adjournment	Rob Eastin / Darla Louviere moved/ seconded adjournment.	Meeting adjourned at 4:56 p.m.
Submitted by Secretary Janise B. Hardy		Secretary, AAHSDB