



Acadiana Area Human Services District

Board Meeting Minutes

Tyler Behavioral Health Clinic

June 22, 2016

Members Present: John Stefanski (Acadia Parish); Rob Eastin (Evangeline Parish); Darla Louviere (Iberia Parish); Ryan Verret (St. Martin Parish); Janise Hardy (Vermilion Parish); Elizabeth West (Governor Appointment/Evangeline Parish); David Merrill (Governor Appointment/Iberia Parish); Claire Daly (Governor Appointment/Iberia Parish); Micah Moscovis (St. Landry Parish)

Members Absent: Mary Neiheisel (Lafayette Parish)

Employees: Brad Farmer, Executive Director; Monica Echeverria, Administrative Assistant

Others: Mauricia Walters, Families Helping Families

Agenda Item	Discussion	Action
Call to Order		Call to order by Rob Eastin, Vice-Chair, at 3:35 p.m.
Roll Call	9 board members personally present.	
Quorum	9 board members personally present.	Secretary announced a Quorum present.
Approval of the Consent Agenda for June 22, 2016	Micah Moscovis / David Merrell moved/seconded approval of the Consent Agenda for June 22, 2016.	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
Agenda Calendar Items		
a. Board-ED Linkage		
i. Monitoring of Executive Director (pg 29)	<p>This policy pertains to process of review between the Board and the Executive Director. Examples of this process are the agenda calendar, written reports and guest speakers presenting reports.</p>	
	<p>Janise Hardy / Elizabeth West moved/ seconded that the Board is operating in compliance with this policy.</p>	<p>Motion passed unanimously</p>
b. Executive Limit		
i. Asset Protection (pg 13)	<p>All state property is maintained and tracked with Louisiana Property Assistance Agency. Brad presented the property certification letters from LPAA as example of asset protection.</p>	
	<p>Janise Hardy / David Merrell moved/ seconded that the Board is operating in compliance with this policy.</p>	<p>Motion passed unanimously</p>
c. Board Business		
i. Special election to fill vacancy in Board Chair – (Bylaws, Article IV, 4)	<p>There is currently a vacancy for the position of Chair. Janise Hardy /Darla Louviere nominated/seconded Rob Eastin for the position of Chair.</p>	<p>Motion passed unanimously</p>
	<p>The position of Vice-Chair is now vacant.</p>	<p>The election of the Vice-Chair will be held at the next meeting.</p>
	<p>Darla Louviere resigned her position as secretary. Her resignation is effective at the close of the June 22, 2016 Board meeting.</p>	<p>The election of the secretary will be held at the next meeting.</p>

Agenda Item	Discussion	Action
<p>Comments from Ex. Director</p> <p>a. Budget Update:</p> <p>b. Audit Update:</p> <p>c. CARF:</p> <p>d. AIP</p>	<p>The latest number for the budget reduction of state general funds is \$222,210.00. There will be some cuts and reductions with behavioral health and developmental disability contracts.</p> <p>The Legislative audit is closed but not finalized. There were no findings in the draft report.</p> <p>AAHSD received a 3 year accreditation from CARF. Each Board member received a copy of the CARF summary.</p> <p>The State submitted their findings from the AIP survey. It was a clean report for the Behavioral Health and Developmental Disabilities departments.</p>	<p>The Board requested information on the budget as well as the application process for contracts.</p> <p>Brad will forward the final report to the Board once it finalized.</p>
<p>Board Member Advocacy (Activity) Reports</p>	<p>The 16th Judicial District hosted a mental health panel on programs for children. AAHSD participated on the panel. Claire Daly thanked Brad Farmer for sending a representative.</p>	
<p>Comments from Chair</p>	<p>Rob Eastin commented that the function of the Board is to set policy and make sure the Executive Director is following the policy. The policies are in place to provide services to the people of the parishes within the District.</p> <p>Rob would like the Board focus on the results and accomplishments of the policies set by the Board.</p> <p>The Board previously discussed developing a matrix system such as a dashboard to see what is happening with services within the district.</p>	<p>At the next meeting, the Board will discuss what they would like to see on the dashboard.</p>

Agenda Item	Discussion	Action
Executive Director Performance Review	The Board met in executive session to complete the Executive Director Performance review. The Board agreed to not give the Executive Director a merit increase.	The executive session began at 4:36pm and ended at 5:05pm.
Date, Time & Location of Next Meeting	<p>Date and Time: Wednesday, July 20, 2016 @ 3:30pm</p> <p>Location : Tyler BHC 302 Dulles Drive Lafayette, LA 70506</p>	
Adjournment	Darla Louviere / Claire Daly moved/ seconded adjournment.	Meeting adjourned at 5:12pm
Submitted by Secretary Darla Louviere		 Secretary, AAHSD Board of Directors