



**Acadiana Area Human Services District**

**Board Meeting Minutes**

**Tyler Behavioral Health Clinic**

**September 23, 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)

**Members Absent:** Denise Leonards (Acadia Parish) notified of absence; Mary Neiheisel (Lafayette Parish) notified of absence; Amy Theobald (St. Landry Parish) notified of absence; VACANT (St. Martin Parish); VACANT (Governor Appointment/Evangeline Parish)

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

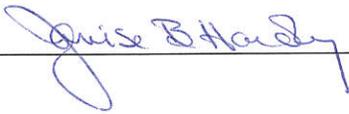
**Others:** Maurcia Walters, Families Helping Families

Agenda Item	Discussion	Action
Call to Order		Call to order by Patricia LaBrosse, Chair, at 3:30 p.m.
Roll Call	5 board members personally present.	
Quorum	5 board members personally present.	Secretary announced a Quorum present.
Approval of August 24, 2015 Minutes	Claire Daly/ Darla Louviere moved/ seconded approval of the August 24, 2015 minutes.	Motion passed unanimously.
Solicit Public Comment Requests	None	
Public Comments/Input	Open meeting laws available. No public comments.	

Agenda Item	Discussion	Action
<p>Agenda Calendar Items</p> <p>a. Governance Process  i. Cost of Governance  (pg24)</p>	<p>There are funds intended for Board use and expenses. This includes training, travel, and supplies. AAHSD is audited by several different agencies.</p> <p>Janise Hardy/ Darla Louviere moved/ seconded that the Board is operating in compliance with this policy.</p> <p>Brad Farmer was invited to apply for One Acadiana's Leadership Lafayette. Brad requested the Board's approval to apply for the program that begins in January 2016. The costs are \$25 for the application fee and \$1,500 for the year long program.</p>	<p>Motion passed unanimously</p> <p>The Board approved for Brad to apply for Leadership Lafayette. The Chair asked Brad to share his experiences if he is selected for the program.</p>
<p>Unfinished Business</p> <p>a. Chairperson's Role  (pg21), Item 2b</p> <p>b. Board training needs/plans</p>	<p>The Chair has authority to make decisions within the approved bylaws but does not have the authority to direct the ED without the approval of the majority of the Board.</p> <p>Darla Louviere / Claire Daly moved/ seconded that the Board is operating in compliance with this policy.</p> <p>Three Board members attended the August Board meeting for CAHSD. Brad offered to attend another Board meeting.</p> <p>Brad suggested a Board retreat in February or March 2016. Claire Daily requested cross-training on services that AAHSD provides as a theme for the Board retreat.</p>	<p>Motion passed unanimously</p>

Agenda Item	Discussion	Action
<p>c. Meeting schedule-frequency</p> <p>d. Board vacancy/ies</p> <p>e. Board terms</p>	<p>According to the bylaws the Board must meet at least nine times per year. The Board will continue to schedule meetings monthly. The next Board meeting will be held at the Crowley Behavioral Health Clinic.</p> <p>The potential St. Martin parish Board member is interested in joining the Board but needs to clear her schedule in order to attend the new meeting time.</p> <p>Board member terms were reviewed by the Board. Seven of the eight current Board members have terms that will expire by May 2016.</p>	<p>Brad will host an informational meeting or attend parish council/police jury meetings in order to inform the appointing authorities about AAHSD.</p>
<p>Comments from Ex. Director</p> <p>a. HSIC update Human Services Interagency Council</p> <p>b. Bayou Health Update</p> <p>c. EHR Update (Electronic Health Record)</p>	<p>The Human Capital Management of the GEMS (Governmental Efficiency Management System) project has outsourced FMLA (Family Medical Leave Act) to a third party administrator. At this time AAHSD will not be participating in this program.</p> <p>All contracts have been signed with the five Bayou Health companies.</p> <p>The contract for the new EHR has been signed and implementation meetings are scheduled. The target start date for the EHR is January 1, 2016.</p> <p>The State of Louisiana is now issuing Behavioral Health Licenses. Each clinic will now be licensed independently as a Behavioral Health clinic.</p>	<p>FMLA will continue to be monitored by the District's HR staff.</p>

Agenda Item	Discussion	Action
<p>d. Local initiatives report</p> <p>i. NAS (Neonatal Abstinence Syndrome)</p> <p>ii. Family Justice Center</p> <p>iii. Lafayette Theater event</p> <p>Board Member Question:</p>	<p>AAHSD staff will be present at the Public Health's WIC clinics to complete screenings for this program.</p> <p>Faith House received a grant and will be setting up a family justice center related to domestic abuse. AAHSD may provide a counselor at their office as needed.</p> <p>AAHSD has received a few calls and continues to provide services in regards to this event.</p> <p>Darla Louviere asked two questions regarding the return of Early Step funds to the State OCDD office. She asked how much did the District receive of \$500,000 and if AAHSD did receive some of those funds, how does the district determine who is awarded IFS funds.</p>	<p>Tynese Breaux will be monitoring the AAHSD staff. Brad will keep the Board informed of the progress of this project.</p> <p>Brad Farmer will check into status of the funds and follow up with the Board by email.</p>
<p>Comments from Chair</p>	<p>The Chair thanked the Board members for their attendance and asked that all Board members be diligent in letting Monica or Janise know if they cannot be present at a meeting so that we can ensure that we have a quorum each month.</p> <p>The Chair congratulated Brad Farmer on his MBA in Healthcare Management.</p>	
<p>Date, Time &amp; Location of Next Meeting</p>	<p>Wednesday, October 28, 2015</p>	<p>Date and Time: Wednesday, <u>October 28, 2015</u> @ 3:30pm</p> <p>Location : Crowley BHC 1822 W. 2nd St. Crowley, LA 70526</p>

Agenda Item	Discussion	Action
Adjournment	Darla Louviere / Claire Daly moved/ seconded adjournment.	Meeting adjourned at 5:00 p.m.
Submitted by Secretary Janise B. Hardy		Secretary, AAHSDB