



Acadiana Area Human Services District-Board Meeting Minutes

Tyler Mental Health Center

September 22, 2014

Members Present: Rob Eastin (Evangeline Parish); Janise Hardy (Vermilion Parish); Patricia LaBrosse (Governor Appointment/Lafayette Parish); Kay Marcel (Iberia Parish); Mary Neiheisel (Lafayette Parish)

Members Absent: – Georgie Blanchard (St. Martin Parish); Claire Daly (Governor Appointment/Iberia Parish) – notified of absence; Amy Theobald (St. Landry Parish); VACANT (Evangeline Parish); VACANT (Governor Appointment/Acadia Parish)

Employees: Brad Farmer, Executive Director; Jennifer Sonnier, Administrative Assistant; Daniel Leger, Chief Financial Officer


Others:

Agenda Item	Discussion	Action
Call to Order		Call to order by Dr. Mary Neiheisel, Chair, at 6:15 p.m.
Roll Call	<u>5</u> board members personally present.	
Quorum	<u>5</u> board members personally present.	Secretary announced a Quorum present.
Approval of August 25, 2014, Minutes	Patricia LaBrosse/Janise Hardy moved/seconded approval of August 25, 2014, minutes as presented.	Motion passed unanimously.
Solicit Public Comment Requests		
Public Comments/Input	Brad Farmer announced that a copy of the Open Meetings Law is available.	
Guest Speaker – Daniel Leger, Chief Financial Officer	Daniel Leger provided an update on the AAHSD FY 2014-2015 current budget and a draft of next year's FY 2015-2016 budget request has been submitted to DHH. Next year's budget includes request for increases to cover "inflation adjustment" and "compulsory	

Agenda Item	Discussion	Action
	<p>adjustment” (retirement costs). There was also discussion about the increase in retirement costs with the potential retirement of 36 employees.</p> <p>LGE budgets still go through DHH and a conference call is scheduled on Wednesday with DHH to discuss the draft. Budgets will be submitted to the Division of Administration (DOA) in December.</p> <p>Operational Plan must be submitted to DHH by October 13th and then to DOA and Legislative Fiscal office by Oct. 15th.</p> <p>AAHSD has the option to get off state purchasing system by March 15, 2015. Staff has concerns with staying on the new state system. Getting off the state system will require more staff to set-up and implement our own accounting system, including paying all bills except for payroll.</p> <p>Brad Farmer and Daniel Leger will meet with Legislative Auditor personnel on Thursday, Sept. 25th to receive the Legislative Auditor’s report. The final report will be issued on Monday, Sept. 29th. Brad will forward the report to Board members.</p>	
<p>Agenda Calendar Items</p> <p>a. Executive Limits i. Financial Conditions & Activities (pg. 7)</p> <p>b. Governance Style i. Governance Process (pg. 18)</p>	<p>The presentation from Daniel Leger provided information on this policy.</p> <p>Kay Marcel/Patricia LaBrosse moved/seconded Board is operating in compliance with this policy.</p> <p>Board members reviewed this policy.</p> <p>Rob Eastin/Janise Hardy</p>	<p>Motion passed unanimously.</p>

Agenda Item	Discussion	Action
<p>c. Board Business i. ENDS Statement(pg.32)</p>	<p>moved/seconded Board is operating in compliance with this policy. It was noted that the district has passed all inspections and reviews.</p> <p>Janise Hardy/Kay Marcel moved/seconded the Board is operating in compliance with this policy.</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p>
<p>Unfinished Business a. Legislative Audit</p>	<p>Report received as noted above.</p>	
<p>Comments from Ex. Director</p>	<p>Plastic red cups with the AAHSD name were passed out. These are part of continuing marketing efforts.</p> <p>Brad Farmer plans to get involved with the Greater Lafayette Chamber of Commerce's committees which work on policy and community development. The Greater Lafayette Chamber is also considering becoming a regional Chamber (Acadiana Chamber of Commerce).</p> <p>The AAHSD currently has 20 people signed up to participate in the NAMI walk on October 4th. Members have also raised \$862.00 towards our goal of \$1,000.</p> <p>The state has notified us that a change in federal mental health block grant will require a 5% set aside to start a program. There are plans to expand peer support programs statewide for young adults experiencing their first episode.</p> <p>Jennifer Sonnier will move to Human Resources office on Monday. Interviews are currently being done to fill the Administrative Assistant position. Jennifer Sonnier will work with her replacement to ensure a smooth transition.</p>	
<p>Comments from Chair</p>	<p>Mary Neiheisel noted that while the district and entities within the district</p>	

Agenda Item	Discussion	Action
	<p>have mission statements the Board does not have one. Act 373 that established the Board says, "...all boards shall establish a mission, vision and policies..."</p> <p>Mary asked if there were funds for a facilitator to lead the Board in a strategic planning meeting that could include developing a mission statement.</p> <p>It was suggested that a committee could draft a mission statement and bring it to the Board for consideration. An ad hoc committee, including Patricia LaBrosse, Kay Marcel, and Mary Neiheisel, will draft a mission statement for the Board's consideration. Patricia LaBrosse will Chair the committee.</p> <p>Board members discussed the Board Members Self-Assessment results, in particular those items where members responded with "disagree" or "strongly disagree". The possibility of a strategic planning meeting was discussed. Mary Neiheisel will also encourage members that responded with these ratings to discuss specifics with her.</p> <p>Brad Farmer will draft a new Agenda Calendar to present to the Board in November prior to vote at December meeting. Board members expressed support for continuing practice of having speakers at meetings on Agenda Calendar topics. There was discussion of having a 2-3 year Agenda Calendar that could ensure 4-year term members would hear each item at least once.</p> <p>Donating Christmas toys/funds for children served in Tyler Behavioral Health children's program was discussed.</p>	

Agenda Item	Discussion	Action
	<p>Brad will check with Tynese Breaux about specific needs.</p> <p>Mary Neiheisel will contact Board members asking for volunteers to serve on a Nominating Committee.</p>	
Date and location of Next Meeting	<p>Board members agreed to the following future meeting dates:</p> <ul style="list-style-type: none"> • November 17, 2014 • December 15, 2014 <p>These dates will be sent out with a reminder that a slate of officers will be presented at the November meeting and the election of officers for 2015 will be held in December.</p>	<p>Date and Time: Monday, October 27, 2014, 6:15 p.m.</p> <p>Location : Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA</p>
Adjournment	Kay Marcel/Patricia LaBrosse moved/seconded adjournment.	Meeting adjourned at 8:12 p.m..
Submitted by Secretary		 Secretary, AAHSDB