Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

January 12, 2016 5:30 – 7:30 PM

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MINUTES

1. CALL TO ORDER

Doug Hebert, Chairperson called the meeting to order at 5:35 pm noting that a quorum was present.

1. ROLL CALL

Board members in attendance

* 1. Doug Hebert, appointed by Allen Parish
  2. Chris Stewart, appointed by Governor Jindal
  3. Gordon Propst, appointed by Calcasieu Parish
  4. Aaron LeBoeuf, appointed by Governor Jindal
  5. Christina Mehal, appointed by Jefferson Davis Parish
  6. Patti Farris, appointed by Beauregard Parish

Absent: Susan Dupont, appointed by Cameron Parish

Corlissa Hoffoss, appointed by Governor Jindal

III. INTRODUCTION OF GUESTS

Doug Hebert welcomed guests and invited them to introduce themselves. See attached sign-in sheet

1. APPROVAL OF MINUTES

Board members received December minutes prior to the meeting. December minutes unanimously approved.

1. APPROVAL OF AGENDA

Doug Hebert entertained a motion to approve the January agenda. Christina Mehal motioned and Gordon Propst approved. January agenda unanimously approved.

VI. BOARD MONITORING

1. Financial Disclosure Statement

Doug Hebert reminded board members that the Financial Disclosure Statement must be completed annually. Tanya McGee stated that previously some board members would have the executive assistant mail their forms in while others would submit their form themselves, however, copies of the disclosure statement were not being submitted ImCal. Tanya reminded board members that ImCal must have a copy of the disclosure statement for our records. Nikki James requested all disclosure statements be sent to her and she will mail them in.

Patti Farris inquired on the status of the two people she recommended to replace her board seat. Tanya informed board that both prospects declined the position. Patti provided two more prospects to be contacted.

Tanya informed the Board that Mr. Hebert will not be available to attend the Board training on February 19, 2016. Board members stated they are available on February 26, 2016. Tentative date for Board training is February 26, 2016.

VII. EXECUTIVE DIRECTOR REPORT

1. Executive Limitations

* Financial Planning/Budgeting

Tanya presented a summary of what the budget will look like for FY 16-17. Tanya stated the current general fund budget is $7,894,763 and the projected general fund budget for next fiscal year is $8,448,724. This amount includes inflation rates and salary adjustments for all staff. The I.A.T dollars will remain $2,004,741. Self-generated revenue for FY16-17 is reduced by $500,000 to a more realistic target of $1,091,337 which we are waiting on final approval. Tanya reports any money generated over the self-generated target is for ImCal and can be put into an escrow account.

* Update on property

Tanya stated Imcal will no longer have access to the states property system Protégé. ImCal was asked to surplus all property no longer in use. DHH still wants ImCal to buy the property currently used from the state. The attorneys are meeting to determine the legalities. Nothing is confirmed at this time.

* ImHealthy Clinic

Tanya reported the construction of the medical exam rooms should be completed within the next two weeks. ImCal just hired a LPN who will start next week. The program director is Jenny Mills who is the behavioral health division director. Tanya and Jenny will be going to Denver next month for the first regional meeting to meet other recipients of the primary care grant. ImCal is looking to provide its first services on March 2016. Tanya is meeting with Moss Memorial next week to create a partnership for referrals of specialty services.

VIII. NEW BUSINESS

The Governor has appointed the new DHH secretary, Dr. Rebekah Gee. Dr. Gee recently served as the Medicaid Medical Director and also previously was the director of DHH’s Improved Birth Outcomes initiative. Tanya will be in Baton Rouge next week for the HSIC meeting. She will be meeting the new DHH Deputy Secretary, who will work for Dr. Gee and oversee the LGEs.

IX. NEXT MEETING

Doug Hebert entertained a motion to have the February meeting coincide with the Board training. Gordon Propst motioned and Christina Mehal seconded.

X. ADJOURNMENT— Meeting adjourned at 6:10 pm.