Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

May 10, 2016 5:30 – 7:30 PM

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MINUTES

1. CALL TO ORDER

Doug Hebert, Chairperson was unable to attend this month’s meeting. Susan Dupont, Vice Chairperson called the meeting to order at 5:33 pm noting a quorum was present.

1. ROLL CALL
   1. Susan Dupont, appointed by Cameron Parish
   2. Gordon Propst, appointed by Calcasieu Parish
   3. Chris Stewart, appointed by Governor Jindal
   4. Betty Cunningham, appointed by Beauregard Parish
   5. Corlissa Hoffoss, appointed by Governor Jindal
   6. Christina Mehal, appointed by Jefferson Davis Parish

Absent: Doug Hebert, appointed by Allen Parish

Aaron Leboeuf, appointed by Governor Jindal

1. INTRODUCTION OF GUESTS

No guest in attendance.

1. APPROVAL OF MINUTES

Board members received April minutes prior to the meeting. Susan Dupont entertained a motion to approve April minutes. Corlissa Hoffoss motioned and Christina Mehal seconded. Minutes unanimously approved.

1. APPROVAL OF AGENDA

Susan Dupont entertained a motion to approve the May agenda. Chris Stewart motioned and Betty Cunningham seconded. Agenda unanimously approved.

VI. BOARD MONITORING

1. Policy Review

* Member’s Code of Conduct

Board members reviewed the current code of conduct policy which reminds board to be ethical and business like, and lawful conduct, including proper use of authority and appropriate decorum when acting as board members. Board unanimously agreed to leave the policy as is.

* Present Slate of Officers

Tanya reports new officers will be nominated in the July meeting. Tanya advised the board to begin thinking about the new slate of officers to be nominated. Tanya reviewed the current slate of officers who are:

Doug Hebert, Chairperson

Susan Dupont, Vice Chairperson

Chris Stewart, Secretary

Aaron Leboeuf, Treasurer

Tanya announced that Doug Hebert has submitted his official resignation with the Allen Police Jury due to personal reasons.

1. Allen Parish appointment

Allen Parish Police Jury met and appointed Wendell Scott Morgan. Tanya reports Mr. Morgan is a former employee of Imperial Calcasieu who was employed within the last two years. Tanya states ImCal may need to get an ethics opinion to see if Mr. Morgan can sit on the board since he is a former employee.

Tanya McGee requested the Board go into Executive Session to discuss personnel issues. Susan Dupont entertained a motion to go into Executive Session. Christina Mehal motioned and Betty Cunningham seconded.

Board meeting reconvened after executive session. Board agreed to have Tanya submit an ethics opinion on the appointment of Wendall Scott Morgan as the Allen Parish representative. Susan Dupont entertained a motion to request ethics opinion. Corlissa Hoffoss motioned and Gordon Propst seconded.

1. Stakeholder input & S.W.O.T. next steps

Tanya stated Nikki will compile the stakeholder reports and submit them to the S.W.O.T. committee. The committee is Aaron Leboeuf, Gordon Propst and Corlissa Hoffoss. Tanya will have our DD Division submit a questionnaire via email to Developmental Disability providers. ImCal will also submit a questionnaire to the Behavioral Health and Developmental Disabilities advisory councils. All completed questionnaires need to be submitted in June. Full review of the results will be discussed in the July meeting.

Betty Cunningham will set up meetings with Beauregard stakeholders such as the KASA group and the Beauregard judges to get feedback. Tanya has agreed to accompany her to these meetings.

VII. EXECUTIVE DIRECTOR REPORT

1. ImHealthy Grand Opening

Tanya stated ImHealthy grand opening held on April 29th was a great success. ImCal had 26 different entities represented at the opening. Lunch was provided by Genoa our on-site pharmacy. Tanya discussed the creation of the program and staff provided tours for all guests.

1. Legislative Session

Tanya emailed the board members a detailed list of the bills reviewed by the legislative session. Tanya states ImCal is closely watching HB1 which is the budget. ImCal continues to complete budget exercises as requested. Due to latest amendment from the House of Represetnatives, TOPS would be fully funded from HB1. If this passes the Senate, ImCal is facing a cut of approximately $469,000. Tanya reminded the board of what programs would be affected by any more cuts. At this time ImCal is facing approximately 10% in cuts for fiscal year 16-17 which is approximately $800,000. Tanya encouraged board members to contact their local representatives and senators to let them know how these cuts will affect services.

1. CARF accreditation

CARF surveyors will be here June 6-8,2016 for the ImCal review. CARF is a national accreditation entity and at one time was a requirement for all Medicaid providers. We will have a surveyor completing an administrative audit and a program surveyor who will be reviewing client records, talking with clients and staff in all of our clinics. Tanya invited the board to attend the CARF orientation on June 6th at 8:15am to gain knowledge about CARF and the audit process.

VIII. NEW BUSINESS

No new business presented at this time.

IX. NEXT MEETING— June 14, 2016

X. ADJOURNMENT

Susan Dupont entertained a motion to adjourn the meeting. Chris Stewart motioned and Betty Cunningham seconded.