

Governance Board Meeting

One Lakeshore Drive, Suite 2000

Lake Charles, Louisiana 70629

November 7, 2019

AGENDA

I. CALL TO ORDER

Corlissa Hoffoss called the meeting to order at 12:09pm noting that a quorum was

 present.

II. ROLL CALL

a. Corlissa Hoffoss, appointed by Governor Jindal

b. Betty Cunningham, appointed by Governor Edwards

c. Linda Storer, appointed by Beauregard Parish

 d. Angela Jouett, appointed by Cameron Parish

 e. Kristen Cassidy, appointed by Jefferson Davis Parish

Absent:

Bill Sommers, appointed by Governor Edwards

Rita Cole, appointed by Allen Parish

 Aaron LeBoeuf, appointed by Calcasieu Parish

EXECUTIVE STAFF PRESENT

a. Tanya McGee, Executive Director

b. Kristen Arville, Executive Assistant

III. INTRODUCTION OF GUESTS

Corlissa Hoffoss announced no guests were present.

IV. APPROVAL OF MINUTES

Board members received October minutes prior to the meeting. Corlissa Hoffoss entertained a motion to approve October minutes. Linda Storer motioned and Angela Jouett seconded. Minutes unanimously approved.

V. APPROVAL OF AGENDA

Corlissa Hoffoss entertained a motion to approve the agenda. Betty Cunningham motioned and Kristen Cassidy seconded.

VI. BOARD MONITORING

 a. Discuss Holiday Social

Tanya McGee asked the board if they would like to do a holiday meal for the December meeting. It was decided that ImCal will provide the meal and board members can bring a dessert if they would like. She asked if someone would like to bring something to let Kristen Arville know before the next meeting.

b. Communication & Support

Tanya McGee reviewed the policy with the board. The Communication and Support policy ensures the Executive Director makes sure the board is supported, communication is effective, and complaint with all board policies. Tanya recommends no changes to the policy at this time.

c. Monitoring of the Executive Director

The policy discusses how the board monitors the executive director’s performance. Tanya recommended the board work with ImCal’s Human Resources Director to develop an evaluation form regarding her performance. She offered the suggestion that the Board have Executive Management staff answer questions regarding performance in order to determine areas of improvement and areas that she is excelling in. The board agreed that this will be a great tool to help determine Tanya’s performance rating and evaluation. Tanya will reach out to ImCal HR Director.

VII. EXECUTIVE DIRECTOR REPORT

 a. Report out from Board Chair meeting in Baton Rouge

Corlissa Hoffoss gave a brief report on attending the Human Services Interagency Council, (HSIC) meeting with Tanya and other Executive Directors from the other districts. She brought all of the handouts that were provided at the meeting. Corlissa asked that Tanya explain to the other members about the crisis housing. Tanya informed the board the Department of Justice investigated a complaint regarding individuals with mental illness were inappropriately placed in nursing homes. A response plan was put into place to help these individuals transition back into the community and ensure each district has a plan for crisis intervention and housing for individuals with mental illness. Tanya informed the board of one the ideas that ImCal took from the meeting is having an Annual Management Report. ImCal’s deputy director Jenny Mills is currently working on a report like this for ImCal and it’s almost ready for review. Betty Cunningham asked how ImCal compares with other districts? Corlissa Hoffoss stated ImCal had good feedback at the meeting and it’s hard to rate performance because the programs ImCal has is based on the people served and what is needed in this area. Tanya stated the way she rates ImCal is based on the budget and number of people served. Tanya also reminded the board of the Cest’ Bon Survey that is done on the clinics customer service every year. Tanya added that she would like to implement a training for 911 dispatchers. This training would teach them how to deal with people that are calling in during an emergency situation and have a mental health or substance abuse disorder. Kristen Cassidy supported the idea stating opening it up to administrative staff that answer the phones or have direct contact would be a good idea too. Tanya and Corlissa discussed editing ImCal’s mission statement due to the expansion and growth of the services with in ImCal. She is looking to do this in the spring. All board members in attendance were receptive with the idea.

b. Sobering Center Contract

Tanya McGee informed the board that the Sobering Center Contract has been singed with Odyssey House Louisiana. There will be six beds for law enforcement to bring people who need a place to sober up. The goal is to use this as a jail diversion plan. Tanya and her staff will be having a meeting with the local sheriff and police chief to discuss final implementation plans. Looking to pilot this program at the first of the year in Calcasieu Parish and if received well expand to the outlining parishes, as feasible.

c. Beauregard Community Meeting

Tanya informed the board that a meeting will be held in Beauregard Parish on

November 13th. This meeting will be similar to the community meeting in Cameron Parish. The purpose of the meeting is to discuss services in the area that are related to public health, mental health, addiction and developmental disabilities. There will be a discussion for input as it will help ImCal to be more focused in the implementation of additional services for Beauregard Parish residents.

 d. OPH Hepatitis C Elimination Summit – Nov 21st

ImCal HSA will be participating with Region V Office of Public Health, (OPH) in assisting with developing a plan to disburse the hepatitis c medication. She informed that there is a cure for hepatitis c but the medication is very expensive. Tanya stated that the biggest population at risk is substance abuse population. There will be a meeting on November 12th at Prien Lake Park regarding the state’s dissemination of the medication to Medicaid population diagnosed with Hep C.

e. Adolescent Residential Services

Tanya recently met with Bill Sommers and his staff at Office for Juvenile Justice Services, (OJJS). She received valuable information regarding services needed for adolescent clients. Tanya and Jenny Mills have met with a local residential provider and are in early discussions regarding adolescent residential services since there are none available locally at this time.

f. Prescriber Wait Time

Tanya was happy to report that the prescriber wait time at ImCal’s five clinics has

greatly improved. Currently no clients have to wait over 60 days for an appointment. Adolescent clients currently have a 30-day wait time. Jefferson Davis Behavioral Health is the farthest out at this time.

VIII. NEW BUSINESS

 Angela Jouett informed the board of the Remote Area Medical, (RAM) project and they

 are looking to involve ImCal.

IX. NEXT MEETING – December 5, 2019

X. ADJOURNMENT – Corlissa Hoffoss entertained a motion to adjourn the meeting.

 Betty Cunningham motioned and Linda Storer seconded. Meeting adjourned at 1:08pm.