

**November 8, 2012**  
**Central LA Human Service District Meeting**  
**Office of Public Health Conference Room, Alexandria, LA**  
**(Reviewed by Egan/Roseada)**

**Members Present:** Roseada Mayeux      Greg Walker      Clarence Hymon      Freda Randall  
Harry Foster      Edwina Ricks      Ron Carr      Egan Jones  
Steve Coco      Tommy Davis      James Sprinkle

**GUESTS:**      Deborah Normand      Jackie Hall      Tammy Moreau      Russell Semon  
Nancy Perret

**ABSENT:**      Bob Westmoreland (E)

**I. Call to Order:**

Meeting called to order at 5:30pm by Chair Roseada Mayeux

**II. Solicit Public Comment Request-** Chair Roseada Mayeux:

The Chair announced if anyone had any question, public comment forms was available at the back of the room. The form should be given to the Chair during the meeting and requests would be addressed by the Board.

**III. Consent Agenda:**

Motion made by Ron Carr to approve October minutes by consent agenda seconded by James Sprinkle. Motion carries.

**IV ED Report:** Egan Jones

Mr. Jones presented his Executive Director report for CLHSD (see attachment).

**V. Special Orders:**

- Financial Report :

Mr. Jones presented his financial report (see attachment) from August to October. Please Note travel expenses for the HSD board have not been added and Mr. Jones is researching where those charges have been coded to.

Explanation of the projected salaries/related benefits for the ED and HR Director, who is coming aboard on December 10, 2012. She will be working to get all positions transferred by July 2013.

The budget projected for FY 12/13 \$297,000 and a surplus of \$112,000 is expected.

Question was brought forth from Mr. Hymon regarding the surplus rolling over to next year? Mr. Jones explained the DHH process and that no surplus will be rolled over.

Jackie discussed the financial report and recommended a copy to go to each member before the meeting and voted in the Consent Agenda section. If any questions regarding the financial report it can be placed on the table for discussion. Ms Mayeux requested each member to review the financial report along with the minutes and send any questions to her before the meeting.

Motion made by Edwina Ricks and seconded by James Sprinkle. Motion carries

- Executive Limits:

i. Asset Protection:

Mr. Jones presented the Asset Protection Policy (see attachment). This policy was adopted from DHH.

Evaluation forms were filled out by each HSD board member. No Questions. Motion made by Ron Carr and seconded by Freda Randall. Motion carries

ii. Global Executive Constraint:

Mr. Jones presented the Global Executive Constraint policy (see attachment) There were numerous discussion regarding "Outside Legal Counsel" and why outside counsel would be need if DHH has a lawyer and legislator audits? Mr. Semon will check if DHH legal can do the audit and let the board know.

Mr. Davis explained the legislative audit to the board and a Fiscal audit is done yearly by DHH and the state monitors every two years. This audit would apply only to Operational of the district not the board members. Motion made by James Sprinkle and seconded by Ron Carr. Motion carries

Evaluation forms were filled out by each HSD member and revealed recommendation from Mr. Davis.

Mr. Davis recommended including the LA Code Governmental Ethics included in the policy along with Corporate Compliance . This would include that all employees have to complete the ethics course and have verification of completion.

Tabled at this time.

iii. Communication with/Support to Board – Roseada and Steve

The Board Compliance Monitoring Tool was presented and discussed (see attachment).

1. Changes to ED Compliance on the policy:

# 3 – Discussion of the Monitoring Tool for ED compliance should be changed to Yes\* as the board members feels the ED has been in compliance.

# 9 – The review team will look at the language and take the suggestion from members to replace the wording. Change "way" to "manner".

Motion made by James Sprinkle and seconded by Edwina Ricks.

Motion carries

Further discussion reveal other suggestion for changes to #9: Change "Fail to supply" to "Fail to submit".

2<sup>nd</sup> Motion made by Greg Walker and seconded by Ron Carr. Motion Carries

Motion to accept ED compliance with revision language based on report made by Ron Carr and seconded by Edwina Ricks. Motion carries.

## 2. Board compliance:

It was decided to table the Board side of the monitoring tool till next month.  
# 4 on Page 3 is reasoning why it needs to be tabled until next month.

- Next Month- Jackie:
  - i. Board – Ed Linkage  
2<sup>nd</sup> presentation with David Britt will be at the December meeting.  
Policy will be reviewed with presentation and an open discussion at that time.
- Board Calendar:
  - i. Updated Calendar for Board members books was given. This is leading into Phase II. (*Place under Tab 9*)

## VI. Unfinished Business:

- Stakeholder Input Update – Egan:  
Mr. Jones has been working with Nancy and Jackie and they have been placed on the RAC Behavioral Health Advisory Board agenda for December 12, 2012. They will bring a full report to the board on December 13.
- Phase II Readiness Assessment Status:
  - i. Board Work Plan – Roseada: Please review the handout for the board before next meeting.
  - ii. ED Work Plan – Egan: Mr. Jones has his own Readiness Assessment and plans to meet with Rusty to check off DHH. Thanks to Mr. Semon for the guidelines.

If any questions please bring forth next meeting.

## VII. New Business:

- Asset Mapping Update – Nancy  
This is a “moment in Time” snapshot as of October 12, 2012. These types of mapping will be done annually and are very important for HSD strategic planning.

It was discussed what each page of the handout represented:

Page 1 – Number of providers services for Region 6.

Page 2 – Population of each parish

Page 3 – Percent of provider’s vs population for each parish

Page 4- Type of Providers in each parish (mental Health, addictive disorders or developmental disabilities)

Page 5 – Payment source for each parish (Profit, non profit, government or Private)

Page 6 -Inventory of providers by service type

Page 7 – Inventory of providers by Business type

- Strategic Planning Process – Nancy

Nancy discussed the importance of strategic planning and a lot of questions are still to be asked and answered in the strategic planning process and we’re working to ask and answer these questions. Thanks to everyone for their help in their parish they represent.

Strategic Planning and Budget will be submitted in October of the prior year.

**VIII. Questions/Comment:**

Comment from Rusty Semon :

Mr. Semon express how far the board has come since October 2011. The board has become a team !

The Assess Mapping report was very interesting.

**IX. Announcements:**

March 14, 2013 - Board Retreat

This will be an all day event. Lunch will be provided and the retreat will be at Central State Hospital. We will have the regular scheduled Board meeting that evening. Please look at your calendars and let the chair know next meeting if this is available for everyone.

February 14, 2013 – Board Meeting

Due to Mardi Gras and Valentine’s Day and Presidential Day it was discussed if this should be changed. Please check your calendar and we will discuss next meeting.

Tentative date: February 7, 2013.

James Sprinkle stated an invitation for” The Families Helping Families Christmas Party” will be sent out. The date is December 10, 2012.

**X. Adjournment:**

Meeting adjourned at 7:20pm

Motion by Ron Carr and seconded by Harry Foster. Motion Carries.