

Capital Area Human Services District Board Meeting
October 7, 2024 – Virtual Meeting
1:00 PM

Directors Present Virtually: Chalonda Harris, Vice Chair; Stephanie Ferguson; James Jefferson; Rikki Permenter, PhD; Courtney Phillips, PhD; Genny Nadler Thomas; Tamika Westbrook; and Mary Winfield.

Directors Present In-Person: Virginia Pearson, Chair

Directors Absent: Laverne Aguillard and Edward Songy, Jr.

CAHSD Staff In-Person: Janzlean Laughinghouse, PhD, LCSW-BACS, LAC, CCS; and Karen Bray; **CAHSD Staff–Virtual:** Shaketha Carter; Carol Nacoste; and Karen Thomas

Guests: Angela deGravelles and Rusty Jabour

	RESPONSIBLE PERSON		FOLLOW-UP
Approval of the October 7, 2024, Consent Agenda and Approval of the March 4, 2024 Minutes.	Ms. V. Pearson	<p>Ms. Virginia Pearson, Board Chair, called the meeting to order at approximately 1:30 PM. Roll was called and a quorum was present.</p> <p>Ms. V. Pearson thanked the Board members present for attending. As allowed by the revised Open Meeting Law, CAHSD Board members had the option to attend the scheduled meeting via Zoom or in-person.</p> <p>Ms. G. Thomas made a motion to approve the October 7, 2024, Consent Agenda and the minutes of March 4, 2024. Ms. S. Ferguson seconded the motion. There were no minutes for April, May, June, August or September due to lack of a quorum. There was no meeting scheduled in July.</p> <p>C. Phillips, PhD made a motion to move the action items below from the Report from Chairman Section to the Consent Agenda and approve all as is with no changes. Ms. C. Harris seconded the motion.</p> <p>Policies/Reports from April 1, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Compensation and Benefits (Percentage Default Merit Report) ○ Board Committee Principles ○ Public Comment ○ Global Linkage – Compliance 	<p>There were no objections and the motions passed unanimously.</p> <p>There were no objections and the motion passed unanimously.</p>

		<p>Policies/Reports May 6, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Chairperson’s Role ○ Board Member’s Code of Conduct <p>Policies/Reports June 3, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Communication & Support ○ Cost of Governance ○ Agenda Planning <p>Policies/Reports August 5, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Treatment of Consumers (Satisfaction, Grievance & Complaint) ○ Ends Focus of Grants or Contracts (Term. Contract Report) <p>Policies/Reports September 9, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Financial Condition & Activities (Year Financial, Legislative Audit Escrow report by disability correlated to Strategic Plan) ○ ENDS Statement <p>Policies/Reports October 7, 2024 Meeting</p> <ul style="list-style-type: none"> ○ Treatment of Staff (EEOC, Lawsuits, Grievance Report) ○ Global Linkage ○ Unity of Control ○ Accountability of the Executive Director ○ Delegation to the Executive Director 	
Public Comment	Ms. V. Pearson	Ms. V. Pearson read the public comment section from the meeting agenda. There were no public comments. There were no members from the public present in-person or virtually.	There were no public comments.
Communications	Dr. Laughinghouse	<p>Communications:</p> <p>Dr. Laughinghouse provided a brief overview of some of the topics listed and encouraged Board members to click on the links below or go to the CAHSD website news section to access CAHSD news and information about these and other CAHSD outreach activities.</p> <ul style="list-style-type: none"> • Gambling Awareness Month–March https://cahsd.org/problem-gambling-cahs-offers-free-help/ National Drug Take Back Day–April https://cahsd.org/cahs-participates-in-dea-drug-take-back-day/ BH Day @ State Capitol–May https://cahsd.org/behavioral-health-day-at-the-state-capitol/ CAHS Annual Training Conference–May https://www.youtube.com/watch?v=jMP8yfh4LTI Two Chairs–https://us9.campaign-archive.com/?u=54b6689f90ac84cf310e825c8&id=f49d0d5d88 	

		<p>Darin’s Recovery Journey–June https://cahsd.org/darins-recovery-journey-allows-him-to-help-others/</p> <p>SB Summer Enrichment Program–June https://cahsd.org/cahs-school-based-summer-enrichment-program-is-underway/</p> <p>Driving Into Recovery–June https://cahsd.org/driving-into-recovery-in-port-allen/</p> <p>CAHS conducts Narcan training at Rubicon in Geismar–August https://cahsd.org/2459-2/</p> <p>“Heal the Block” community event at Memorial Stadium–August https://cahsd.org/heal-the-block-community-event-at-memorial-stadium/</p> <p>Dr. Laughinghouse presents at recovery summit–August https://cahsd.org/dr-laughinghouse-presents-at-recovery-summit/</p> <p>West Feliciana Community Resource Expo and Color Run–September https://cahsd.org/west-feliciana-community-resource-expo-and-color-run/</p> <p>Ascension Parish Schools Career and College Expo–September https://cahsd.org/ascension-parish-schools-career-and-college-expo/</p>	
FY25 Budget Request	<p>K. Thomas CAHSD Accountant Administrator Dr. Laughinghouse</p>	<p>Ms. K. Thomas, CAHSD Accountant Administrator, presented the FY25 Budget for CAHSD appropriated according to HB1 now Act 4, \$33,472,255 for the Fiscal Year 2024-2025. She discussed funding detail (Means of Financing) that she outlined in the meeting and provided a letter for review. In the CAHSD budget request for FY25, she stated that CAHSD requested, was approved and received funding to purchase 11 new state vehicles in FY25. She also noted in FY24 there was a decrease in the CAHSD budget of approximately \$2M in salaries and related benefits however this year (FY25) CAHSD does not receive this decrease and was given approximately \$2M back in salaries and related benefits from the previous FY.</p> <p>Reports were available for reference and there were no questions.</p>	
CCBHC/Primary Care Clinic	<p>Dr. Laughinghouse</p>	<p>Dr. Laughinghouse provided the following update re: the CCBHC/Primary Care Clinic:</p> <p>CAHSD is doing a soft opening of our primary care clinic that will be called the Total Health and Wellness Clinic. It is located downstairs at the Wooddale location. We are co-located for the convenience of our clients. Providers always talk about the integration of mental healthcare and physical healthcare and CAHSD will do that with this clinic. CAHSD will have mental</p>	

		<p>health, physical health and pharmacy services all in one location.</p> <p>The physical healthcare services at the Total Health and Wellness Clinic are provided by Gertrude Chimeka Anyanwoke, MD. Dr. Anyanwoke also provides physical healthcare services for CAHSD’s addiction recovery residential clients at CARP,</p> <p>A press release will be issued soon and Board members will be invited to the official opening.</p> <p>Hours of operation are: Wednesday – Friday 7:00 a.m. – 8:30 a.m. Tuesday – 2:00 p.m. – 6:00 p.m. (Virtual)</p>	
CARF Accreditation	Dr. Laughinghouse	<p>Dr. Laughinghouse stated that CAHSD is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) and is surveyed every three years. CARF is an international, non-profit accreditation organization that accredits Rehabilitation facilities. The next CAHSD on-site survey will take place in either December 2024 or January 2025. CAHSD will notify the Board of the date when received.</p>	
Billing/RCM Update	Dr. Laughinghouse	<p>Billing/RCM (Revenue Cycle Management) Update: Dr. Laughinghouse reminded the Board of the cyber attack on Change Healthcare that caused CAHSD to have to do paperless billing.</p> <p>We came back online electronically recently. Our electronic healthcare record has a system called LAVALIN that they wanted us to tryout but we went back to the old system that we used called TriZetto because staff liked it better. We are now billing claims electronically and should have official numbers soon. The unofficial number from last quarter is \$750K. The official number will be provided once all payments received have been reconciled with the bank account.</p>	
Virtual Board Meetings	Dr. Laughinghouse	<ul style="list-style-type: none"> • Virtual Board Meetings – Dr. Laughinghouse reminded Directors of the legislation enacted in the last legislative session that allows the Board to meet virtually. She provided a brief overview of criteria that must be met in order to meet virtually. <ul style="list-style-type: none"> ○ Must have an anchor location, chairperson/presiding officer present and recorded meetings are to be posted on CAHSD 	

		<p>website.</p> <ul style="list-style-type: none"> ○ Successive virtual meetings are not allowed and must be scheduled in advance and have no more than 4 per year. ○ Board directors with an approved ADA accommodation request are eligible to meet virtually and counted as present in-person. ○ Members of the public may also submit ADA accommodation requests to attend meetings virtually and, if approved, will be allowed to participate during the Public Comment section. ○ Board directors will receive a Board meeting schedule with in-person/virtual dates. The schedule will be posted on the CAHSD website. <p>There was discussion re: virtual meetings that do not have a quorum. Dr. Laughinghouse explained that a scheduled virtual meeting will not be lost if it did not happen. The meeting would be added to the schedule on another day.</p>	
<p>Ends Policy – Status Update (Strategic Plan Initiatives Update)</p>	<p>Dr. Laughinghouse</p>	<p>Ends Policy – Status Update (Strategic Plan Initiatives Update). Dr. Laughinghouse highlighted updates in three areas:</p> <ul style="list-style-type: none"> ➤ Evidence-based Practices CAHSD is increasing evidence-based practices. We now have a seven-person Dialectical Behavioral Therapy team in training so they can be deployed and this evidence-based practice can be used at CAHS. When the team is fully trained, they will be deployed to provide that theoretical orientation at CAHSD. In addition, Trauma-focused CBT, Cognitive Behavioral therapy, is another one that we want to deploy as well. We have an opportunity for the agency to be trained in trauma-focused cognitive behavioral therapy. ➤ Suicide Prevention CAHSD has also signed on to become a community of practice for Zero Suicide so that we can have protocols for clients who have suicidal ideation beyond the ones that we have now. These evidence based protocols and practices can decrease the likelihood that we will lose anyone under our care to suicide. 	

		<p>CAHSD is in the process of working with Poche Data to create a decision support system so that everything that we do is based on data and not on feelings about what we have done before. We can get good data about client and employee satisfaction and things of that nature so that when we make decisions it is based on data.</p> <p>➤ Technology CAHSD is upgrading equipment and deploying those as well. We are preparing to bring a client portal online called “OnCall” and with that portal will come an app for the agency. This should deploy this fall, the date TBD. Directors will be notified of the date.</p> <p>There were no questions or concerns.</p>	
Board Membership	Dr. Laughinghouse	Board Membership – Nothing new to report. Nominees for five vacant positions have been submitted to Boards and Commissions for consideration and are currently pending review/approval by the Governor. The Governor will be reviewing in a week or so and we will be notified.	
Report from Chairman			
Governance Policy Review by Direct Inspection/Board Business			
Governance Policy Review by Direct Inspection Meeting	Ms. V. Pearson	<p>Governance Policy Review by Direct Inspection Policies/Reports/Action Items from the meetings listed below were moved into the October 7, 2024 Consent Agenda with the exception of Slate of Officers, ED Succession Letter and Contract Resolution. These meetings did not have a quorum.</p> <ul style="list-style-type: none"> • Policies/Reports/Action Items from the April 1 , 2024, Meeting • Policies/Reports/Action Items from the May 6, /2024, Meeting • Policies/Reports/Action Items from the June 3, 2024, Meeting • Policies/Reports/Action Items from the August 5, 2024, Meeting • Policies/Reports/Action Items from the September 9, 2024, Meeting • Policies/Reports/Action Items from today, October 7, 2024, Meeting 	The policies and reports Direct Inspection action items were moved into the October 7, 2024, Consent Agenda. There were no objections and the motion passed.

Present Slate of Officers	Nominating Committee	<ul style="list-style-type: none"> • The Nominating Committee met prior to the Board meeting. Committee members are Ms. V. Pearson, Ms. M. Winfield and Dr. R. Permenter. • On behalf of the Nominating Committee, Ms. V. Pearson stated the Committee nominees are Ms. C. Harris as Chair and Ms. G. Thomas as Vice Chair. Ms. Pearson opened the floor for discussion and called for nominations from the floor. There were no nominations from the floor. • Ms. Pearson called for a vote on nominees presented. Chair – Ms. C. Harris Vice Chair – Ms. G. Thomas • The Board of Directors voted unanimously to elect Ms. C. Harris as Chair and Ms. G. Thomas as Vice Chair. 	There were no objections and the motion passed unanimously.
Emergency Ex. Dir. Succession Letter and Resolutions	Ms. V. Pearson	<ul style="list-style-type: none"> • The Emergency Executive Director Succession letter and the resolutions for Administration-Management and Contracts were presented for review and approval. • Ms. Chalonda Harris made a motion to accept the Emergency Executive Director Succession Letter and resolutions as written. Ms. S. Ferguson seconded the motion. 	There were no objections and the motion passed unanimously.
Board Member Self-Evaluation	Ms. V. Pearson	<ul style="list-style-type: none"> • The Board member self-evaluation report was available for review and discussion. There was no discussion. 	
Other	Ms. V. Pearson	<ul style="list-style-type: none"> • There were no other items to discuss. 	
Adjournment/Next Meeting	Ms. V. Pearson	The next Board meeting is in-person on November 4, 2024, at 1:00 PM . Meeting location is Capital Area Human Services, 7389 Florida Blvd., Suite 100A, Baton Rouge, LA.	