

**Capital Area Human Services District Board Meeting – via ZOOM
December 7, 2020**

Directors Present: Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Kathy D’Albor; Dwayne Bailey; Amy Betts; Vickie King; Virginia Pearson; Edward Songy, Jr.; Genny Nadler Thomas; Stephanie Webb; Rachael Wilkinson and Mary Winfield.

Directors Absent: Laverne Aguillard; Toddie Milstead; and Rikki Permenter, PhD

CAHSD Staff: Janzlean Laughinghouse, PhD, LCSW-BACS; Shaketha Carter; John Nosacka; Karen Bray

Guests: Angela deGravelles and Rusty Jabour

	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the December 7, 2020 Consent Agenda and Approval of November 9, 2020 Minutes.	Ms. Hobdy	<p>Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:15 p.m. Roll was called and a quorum was present.</p> <p>Ms. K. D’Albor made a motion to approve the December 7, 2020, Consent Agenda. Ms. V. Pearson seconded the motion.</p> <p>Mr. E. Songy made a motion to approve the minutes of November 9, 2020. Ms. K. D’Albor seconded the motion.</p>	<p>There were no objections and the motions passed.</p> <p>There were no objections and the motions passed.</p>
Public Comment	Ms. Hobdy	There was no public comment made via the email address designated for submitting comments nor through the Zoom meeting chat.	There was no public comment.
Communications	Dr. Laughinghouse	<ul style="list-style-type: none"> Applied Suicide Intervention Skills Training Workshop (ASIST), training for members of all caregiving groups, was held 11/17-18. Dr. Laughinghouse provided detail about the purpose of the workshop. Virtual Suicide Prevention Workshop – Second workshop was held on 11/20 with Frank Campbell with assistance from J. Nosacka. Dr. Laughinghouse provided a brief overview of the training. CAHSD Holiday Schedule – December 24/25 & 12/31 and 1/1/2021. 	
Self-Generated Revenue October 2020	Dr. Laughinghouse	<ul style="list-style-type: none"> Dr. Laughinghouse reviewed the October 2020 SGR Report provided in the meeting packet. October 2020 collected revenue was \$184,939.21. Dr. Laughinghouse explained that billing was halted due to the update of CAHSD clinic names and locations for payer credentialing/contracting. As of November 1, 2020, CAHSD has resumed billing claims for a majority of the payers. Hoping to get outstanding revenue by end of 30-60 days. 	
Board Membership	Dr. Laughinghouse K. Bray	<ul style="list-style-type: none"> There has been no change in the status of current CAHSD Board vacancies. The production of videos regarding CAHSD Board and Board 	

		membership will begin soon and will be used to create interest in the parishes with vacancies.	
Report from Chairman			
Governance Policy Review by Direct Inspection/Board Business			
Asset Protection Policy Pubic Comment Policy	Ms. G. Hobdy	<ul style="list-style-type: none"> • Board members reviewed the following policies included in their Board meeting policy packet: <ul style="list-style-type: none"> ○ Asset Protection Policy (Direct inspection, Property Control Certificate) ○ Pubic Comment Policy • There were no recommendations to revise the policies. Ms. A. Betts made a motion to approve the policies without changes. Ms. V. Pearson seconded the motion. 	There were no objections and the motion passed.
Distribution of the Executive Director Performance Evaluation Form and Appointment of the Evaluation Committee	Ms. G. Hobdy	<ul style="list-style-type: none"> • Board members were provided the Monitoring Executive Director (ED) Performance Evaluation packet that includes the attachments listed below. They were also provided a link to an electronic ED evaluation form. <ul style="list-style-type: none"> ○ 2019 Ends Policy ○ Year End Status Report ○ Signed Policy Limit Form ○ ED Evaluation Form • The following Board members were appointed to the Evaluation Committee: Ms. Hobdy, Ms. G. Thomas, Mr. D. Bailey, and Ms. A. Betts. The Committee will meet prior to the January 11, 2021, Board meeting. Date and time will be determined. Board members were reminded to submit their ED evaluations. 	
Board Orientation Update	Dr. Laughinghouse Ms. G. Hobdy	<ul style="list-style-type: none"> • The Board virtual orientation follow-up for new members is scheduled for December 21st at 1:30 p.m. via Zoom. 	
December 2020 Policy Review Assignment	Ms. K. D’Albor	<ul style="list-style-type: none"> • Agenda Planning – Ms. K. D’Albor stated that she reviewed this policy and recommends that the policy be kept as written. No Action required. 	
January 2021 Policy Review Assignment	Ms. Hobdy	<ul style="list-style-type: none"> • Cost of Governance: Mr. E. Songy, Jr. 	
Christmas Site Tour	Dr. Laughinghouse	<ul style="list-style-type: none"> • Christmas Site Tour: 12/14/2020 – Dr. Laughinghouse stated that instead of the Annual Holiday Social, Board members are invited to attend physical tours of Baton Rouge Behavioral Health (BRBH) and North Baton Rouge Behavioral Health (NBRBH). Social distancing will be practiced and masks are required for those attending. At the conclusion of the tour, Lunch to Go will be provided (individually wrapped lunchboxes and dessert). 	

		<ul style="list-style-type: none"> • Video tours of the following will be held at the BRBH clinic: <ul style="list-style-type: none"> ○ Administration & Developmental Disabilities ○ Ascension Behavioral Health ○ Children’s Behavioral Health • There was Board discussion regarding the physical/video tours. Attending the physical tours is not mandatory. 	
Adjournment	Ms. G. Hobdy	<ul style="list-style-type: none"> • Ms. K. D’Albor made a motion to adjourn the meeting. Ms. V. Pearson seconded the motion. 	There were no objections and the motions passed.
Next Meeting	Ms. G. Hobdy	The meeting was adjourned. The next Board meeting is on January 11, 2020, at 1:00 p.m. Meeting location or online access information will be provided when determined.	