

**Capital Area Human Services District Board Meeting  
Monday, April 6, 2015**

**Directors Present:** Gary Spillman, Chair, Dana Carpenter, Ph.D., Vickie King, Kathy D’Albor, Sandi Record, Gail Hurst, , Gerri Hobdy, Becky Katz, Denise Dugas, and Amy Betts

**Directors Absent:** Kay Andrews, Vice Chair, Christy Burnett, Barbara Wilson, Kristen Saucier, Stephanie Manson, Laverne Aguillard and Rev. Louis Askins

**CAHSD Executive Staff Member(s) Present:** Jan Kasofsky, Ph.D., Executive Director, Carol Nacoste, Deputy Director

**CAHSD Executive Staff Member(s) Absent:**

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the <b>April 6, 2015 Consent</b> Agenda and Approval of the Minutes for <b>February 2, 2015</b> . There was no quorum for March Mtg.	Gary Spillman	Mr. Spillman called the meeting to order at approximately 3:00 p.m. Vickie King made a motion to approve the April 6, 2015 Consent Agenda as revised and the minutes of February 2, 2015. Gerri Hobdy seconded the motion.  The Agenda was revised as follows: Add “Action” next to “By-laws”	There were no objections and the motion passed.
Communications	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky provided a brief overview of the recent Annual Public Forum on Substance Abuse Prevention and Treatment Addiction Recovery. According to Forum feedback there is a need to include/educate family members. An open ended family educational group will now be developed. There is a need to identify an evidenced based practice that can be offered to those families who want to be involved with their family member in treatment.</li> <li>• Renovation/Design/Decoration of Children’s Unit – work is currently in process with the Walls Project. CAHSD has access to donated interior design services.</li> <li>• Two children have been admitted to the ABA Program. Program staff is receiving calls requesting assessments. The hiring process is underway for ABA staff.</li> <li>• The development of the playground area is in process – a fence is needed for safety/security. The goal is to present the plan at the next Board meeting.</li> </ul>	
Executive Director’s Assistance with Legislation (Sen. Broome, Repr. Hodges)	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Senator S. Broome is developing an Act that would require CAHSD to be the lead in designing crisis services in this area. CAHSD is already working with BRAF to design a plan to provide crisis services. Funding is not available for the services but the act will raise awareness of what has happened to services in the area since the loss of the MHERE.</li> <li>• Dr. Kasofsky has also had communication with Representative Hodges re: collaborative setup across the State of Louisiana. To date, there has been no feedback from Rep. Hodges and it is unknown whether or not she is moving forward with the idea discussed. Rep. Hodges was</li> </ul>	

		encouraged to use a national program kicking off through the Justice Center that is looking at the decriminalization of people with mental illness.	
BRAF Clinical Design Committee Progress	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky stated that Clinical Design Committee met three times. She provided an update on the progress made by the Committee in the meetings. She will present the design to an internal group at BRAF on April 14<sup>th</sup> and to the public on April 27 @ 1:00 p.m. at the Goodwood Library.</li> </ul>	
Grants: DOJ Grant, Magellan Seed Grant, Drug Free Communities West Baton Rouge (WBR) and West Feliciana (WF) Grant		<ul style="list-style-type: none"> <li>• <b>Department of Justice Grant:</b> CAHS has been working with the Chief of Police in EBRP on one component of crisis response that would provide for a social worker to go out with a Police Officer as a backup once a scene is safe. After two weeks, the Chief decided he didn't want to oversee the grant money and would just provide us with the Police officer. The grant will be written for a social worker. A safety/risk assessment would be conducted to determine where this person needs to go. This is a pilot program – has never been done in this area.</li> <li>• <b>Magellan Seed Grant:</b> A small grant from Magellan was received and funds one peer, one day per week in the jail. EBRP has indicated they will give CAHSD a contract for a full-time social worker and a part-time peer. This provides funding for staff placement for both the male/female buildings.</li> <li>• <b>Drug Free Communities:</b> Reports were distributed to Board members representing WBR and WF. Mr. Spillman and Ms. Betts provided updates for their parishes. Things are going forward in both parishes. Care is taken to ensure that the funds are spent within grant guidelines. These grants were applied for through the Governor's office using available data to determine parishes in most need.</li> <li>• There is an evidenced based program that indicates earlier intervention with new schizophrenics helps to keep their cognitive skills longer. There is a grant for this but the problem is that the grant doesn't pay for any of the personnel provided by the Human Services Districts. The Districts will have to absorb the money used to hire personnel. The grant requires that personnel must have Schizophrenia. The grant pays for the first year but CAHSD has to pay for the 2<sup>nd</sup> - 3<sup>rd</sup> years.</li> </ul>	
FY15 DHH Contract Negotiations Update	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Two DHH contract revisions related to the topics below are needed in order for Dr. Kasofsky to agree to sign the contract. <ul style="list-style-type: none"> <li>○ Putting DD clients in custody of CAHSD – we can't do that.</li> <li>○ If CAHSD fails to fill a vacant block grant funded position within the required period of time, CAHS will be billed \$500 per day until filled.</li> </ul> </li> </ul>	
Self-Generated Revenue	C. Nacoste	<ul style="list-style-type: none"> <li>• C. Nacoste provided a detailed overview of the Self-Generated Revenue report included in the Board packet. \$93K from the March SGR wasn't</li> </ul>	

		<p>deposited in the bank. She stated that CAHSD's billing pattern hasn't changed and explained the issues/setbacks responsible.</p> <ul style="list-style-type: none"> <li>➤ The primary setback has been with Magellan's recent system updates that is causing rejection and non-payment of claims that would typically be paid. Magellan cut checks on March 31<sup>st</sup> for \$40K of the \$93K owed. There is an additional \$50K pending.</li> <li>➤ Magellan is aware of the claim rejection problem and is working on a fix to the problem. If the problem is resolved soon, the \$90k will be included with the April SGR report.</li> <li>➤ D. Dugas stated that the Magellan system updates may related to mandated CMS/Medicaid system changes re: diagnosis codes.</li> </ul>	
Current Budget	C. Nacoste	<ul style="list-style-type: none"> <li>• There have been no changes to the current budget since the last meeting.</li> </ul>	
Recommended Budget for 2015-16	C. Nacoste  Dr. Kasofsky	<ul style="list-style-type: none"> <li>• In addition to the \$1.8 million cut reported at the last meeting, CAHSD has been told that it will have a \$324K "savings" with the statewide savings program which is actually a cut. There have been no other changes on the current or next year's budget as of now.</li> <li>• The Board members will be sent the policy stating they are not to discuss the CAHSD budget. Specific budget questions will be forwarded to the DOA.</li> </ul>	The policy will be sent to Board members re: not being allowed to discuss budget.
August Board Training	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• August Board Training is pended and will be added to the May agenda for the Board to make their final training decision. Dr. Kasofsky will hear Dale Jarvis speak this month and will advise the board as to whether this would be the right training.</li> </ul>	August Board training is pended until May meeting
Social Worker Discharge Planning Contract & Peer Grant in EBR Parish Jail	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• CAHSD has been told that money is available to fund a FT social worker in the jail who will work with Lisa Burns. A contract peer will be hired to work with males. Tonja Myles, Peer, will work with the females.</li> </ul>	
Bayou Health Plans & BH Integration Advisory Group	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Denise Dugas and Dr. Kasofsky were appointed to the BH Integration Advisory Group. The group will have a total of 3 meetings. There are still unanswered questions.</li> <li>• Bayou Health Plans are all different and separate credentialing is needed for each plan. Rates will be negotiated with each plan.</li> </ul>	
Legislative Fiscal Auditors Bi-annual Audit	Dr. Kasofsky C. Nacoste	<ul style="list-style-type: none"> <li>• The Legislative Fiscal Auditor's Bi-annual Audit is currently underway.</li> <li>• To date the Legislative Fiscal Auditor's Annual Report has not been received.</li> </ul>	
Questions from Board Members		<ul style="list-style-type: none"> <li>• Synthetic Marijuana Campaign for Business/Industry Status: <ul style="list-style-type: none"> <li>➤ Currently working on a way to use the news media to get the campaign information out to business and industry. WAFB will promote the program.</li> </ul> </li> </ul>	
Report from Chairman			
<b>Board Policy Review by Direct Inspection/Board Business</b>			

Board Policy Review	Mr. Spillman	<p>Board Policy Review by Direct Inspection/Board Business:</p> <ul style="list-style-type: none"> <li>• Compensation &amp; Benefits (% Default Merit: Report) <ul style="list-style-type: none"> <li>➢ There was discussion re: removal of the employee turnover % report. This data has not previously been reported.</li> <li>➢ The Board requested that Dr. Kasofsky and C. Nacoste work with CAHSD Human Resources to develop a proposal to accurately reflect CAHSD turnover. The Board will determine what data is to be reported and the due date (i.e. prior to Strategic Plan). The policy/policy manual will be amended as needed.</li> </ul> </li> <li>• Board Committee Principles (Direct Inspection) <ul style="list-style-type: none"> <li>➢ There was review of the policy and discussion regarding the need to delete #5 in the policy. D. Dugas made the motion to put this policy on the May Agenda. G. Hobdy seconded the motion. There were no objections and the motion passed.</li> </ul> </li> </ul>	<p>This policy is to return to the Board by August for review pending development of metrics.</p> <p>This policy will be included on the May Board agenda for vote</p>
Recommendation for Bylaw Changes	Mr. Spillman	<ul style="list-style-type: none"> <li>• Dr. Kasofsky explained that the by-laws currently state the Board will hold an annual meeting every July. She stated that years ago, the Board made a decision to not hold a meeting in July but this decision was never reflected in the By-laws. This reason for the requested CAHSD By-law changes is for policy to reflect actual practice.</li> <li>• The Board reviewed the proposed changes to the by-laws. K. D’Albor made a motion to approve the by-law changes as presented. V. King seconded the motion.</li> </ul>	There were no objections and the motion passed.
Convene Nominating Committee for Officers	Mr. Spillman	<ul style="list-style-type: none"> <li>• The Nominating Committee members are: G. Hobdy, K. D’Albor, K. Andrews and G. Spillman. The Committee members will determine presentation of officers.</li> </ul>	The Nominating Committee will convene at 2:30 p.m. on May 4 <sup>th</sup> . A ballot will be presented in the Board meeting and will be voted on in June.
Individual Director Requests for Re-nomination for Additional Board Term	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• There was discussion regarding status of Board members with terms expiring in the next few months. Members with expiring terms will complete the Board Member Appointment/Renewal form distributed in the meeting indicating their desire to stay/resign.</li> </ul>	
Review of Global Governance Commitment Policy	Amy Betts	<ul style="list-style-type: none"> <li>• This policy was reviewed by Amy Betts. She stated that this policy is still appropriate. The following policy revisions were recommended: <ul style="list-style-type: none"> <li>○ Delete “MOU” and replace with “Contract”</li> <li>○ Delete “mental illness” and replace with “behavioral health &amp; addiction recovery”</li> </ul> </li> </ul>	This policy will be included on May Board agenda for vote.
Next Assignment	Mr. Spillman	<ul style="list-style-type: none"> <li>• There was no policy assignment.</li> </ul>	
Community Participation	Mr. Spillman	<ul style="list-style-type: none"> <li>• There was no community participation.</li> </ul>	
Next Meeting	Mr. Spillman	The next meeting is May 4, 2015 at CAHSD @ 3:00p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 205.	