

Capital Area Human Services District Board Meeting – via ZOOM
December 6, 2021
1:00PM

Directors Present: Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Dwayne Bailey; Kathy D’Albor; Chalonda Hollins; Gail Hurst; Virginia Pearson; Rikki Permenter, PhD; Edward Songy, Jr.; Stephanie Webb; and Rachael Wilkinson

Directors Absent: Laverne Aguillard; Amy Betts; Toddie Milstead; Genny Nadler Thomas; and Mary Winfield

CAHSD Staff: Janzlean Laughinghouse, PhD, LCSW-BACS, LAC; Shaketha Carter; and Karen Bray

Guests: Angela deGravelles and Rusty Jabour

| | RESPONSIBLE PERSON | | FOLLOW-UP |
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| Approval of the December 6, 2021, Consent Agenda and Approval of the November 1, 2021, Minutes | Ms. Gerri Hobdy | <p>Ms. G. Hobdy, Board Chair, called the meeting to order at approximately 1:10 p.m. A quorum was present.</p> <p>Ms. G. Hobdy thanked the Board members present for attending. She asked for a correction to the November 1, 2021 minutes. Ms. K. D’Albor made a motion to approve the November minutes as revised by Ms. G. Hobdy and to approve the December 6, 2021, Consent Agenda. Ms. V. Pearson seconded the motion.</p> | There were no objections and the motion passed. |
| Public Comment | Ms. Gerri Hobdy | Ms. Gerri Hobdy read the public comment section from the meeting agenda. There were no public comments made via the email address designated for submitting comments nor through the meeting chat. | There were no public comments. |
| Communications – November 2021 Edition of CAHS Connects, Newsletter Highlights | Dr. Laughinghouse | <p>Communications – Highlights from the November 2021 <i>CAHS Connects</i>:</p> <ul style="list-style-type: none"> ➤ Driving Into Recovery – The first event was held on Saturday in Baker. Dr. Laughinghouse reported that the turnout was poor due to a scheduled parade and CAHSD’s location. Free food, flu and COVID vaccines, and photos with Santa were offered. While there, Narcan was distributed and we talked to people about overdoses. ➤ We will replicate this event in our other parishes. The plan is to reach out to Board members for assistance in scheduling, determining location and promotion of the event in their parish. We will have vaccinations & \$10 gift cards. WAFB reported on the event. We will scout location(s) going forward. Louisiana Spirit worked the event too. The next event will be held in Ascension Parish. ➤ Recovery Sundays – Dr. Laughinghouse explained that CAHSD has a media campaign inviting faith-based communities to use our toolkit and our technical assistance should they use the kit. They can have a Recovery Sunday where our Prevention Division will provide information to parishioners on how to prevent opioid overdoses and | |

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| | | <p>medication safety. To date, over 3K individuals have been reached with this campaign. We have partnered with local churches and our Prevention staff have attended prayer breakfasts at local schools.</p> <ul style="list-style-type: none"> ➤ Louisiana Spirit is doing lots of good things even though we have ended our emergency response to Hurricane Ida. They are continuing to travel into the impacted areas and work at those shelters located in tent cities. They are providing support to those traumatized by Hurricane Ida, COVID and the ice storm. | |
| Board Retreat Update - Board Development - Listening Tour/Strategic Plan | Dr. Laughinghouse | <ul style="list-style-type: none"> • CAHSD Board Retreat was held virtually on 11/6/2021 and lasted just under three hours. Dr. Laughinghouse provided a brief overview of the retreat including the presentations and Listening Tour outcomes. • Governance Model Discussion at Retreat: Board members had an audience with CAHSD legal counsel regarding the different board governance models. She discussed statutes that created the local governing entities and the responsibilities of Board members. It was very educational. Board members were sent the chart comparisons of the different models, Carver, Traditional and Complementary. CAHSD doesn't fit into just one model but the Carver model we follow is in alignment mostly with the statutes and laws regarding what we can/cannot do which is most important. Board members can request the link to the retreat recording. | |
| COVID Boosters/Update on Vaccine Mandate | Dr. Laughinghouse | <ul style="list-style-type: none"> • Dr. Laughinghouse explained that there are two vaccine mandates: <ul style="list-style-type: none"> ➤ Medicare/Medicaid Mandate (CMS) – CAHSD attorney has advised that CAHSD is not a facility that has to follow this vaccine mandate. ➤ OSHA Mandate – The attorney is researching if CAHSD will fall under this mandate. We wanted to research so we would know what to do in order to be compliant with OSHA if needed. There are currently a lot of legal challenges so we are in a holding pattern now. • The first boosters were given last week. We have continued vaccinations at our agency and our employees can get them here. | |
| National Conference on Addiction Disorders | Dr. Laughinghouse | <ul style="list-style-type: none"> • Dr. Laughinghouse recently attended the National Conference on Addiction Disorders in Baltimore, Maryland. <ul style="list-style-type: none"> ➤ The focus was on trauma this year, and how trauma affects not only the people we serve but also our staff. There was a lot of information on how to address trauma with staff. ➤ The use of psychedelics in treatments was discussed. Good thing about this conference is that a max credit packet can be purchased where you can share a slide presentation with other staff and interested board members. | |

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| | | <ul style="list-style-type: none"> CAHSD has received grant funds from OBH to hire someone to come in and work with our staff on trauma. We have identified Center for Body and Mind Medicine to do a series of workshops with our staff. They will also do a presentation at our Annual Meeting which we plan to have in person this year during the month of May to coincide with Employee Appreciation. More information will be coming soon. | |
| Self-Generated Revenue (SGR) –September 2021 | Dr. Laughinghouse | <ul style="list-style-type: none"> The SGR Report was not available to share for this meeting due to the live implementation of CareLogic and all hands were on deck. The implementation wasn't perfect but the Qualifacts Implementation Lead was pleased and impressed with the way we rolled out. She and her team said this was one of the most complex implementations they've done due to the size of our organization and the range and volume of services we provide. SGR will be reported in January 2022. | |
| Board Membership Update | Dr. Laughinghouse | <ul style="list-style-type: none"> Board Membership Update: <ul style="list-style-type: none"> WF –Nothing new to report. EF – G. Thomas & Dr. Permenter are both up for renewal and have been emailed a renewal form to confirm if they will/will not seek reappointment. EBR – S. Webb has moved out of the parish and Boards and Commissions confirmed that she is allowed to serve out her term if EBR approves. | |
| Report from Chairman | | | |
| Governance Policy Review by Direct Inspection/Board Business | | | |
| Asset Protection | 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 was reviewed and the Agency Certificate was included for review. <ul style="list-style-type: none"> Ms. G. Hobdy recommended changing the Asset Protection Policy, Item 1, from Subject plant to Subject property. A motion was made by Mr. D. Bailey to accept the attached Certificate and to pend the policy for revision and review at the January 10, 2022 meeting. The motion was seconded by Ms. G. Hurst. Monitoring Exec. Dir. Performance Policy was reviewed. Ms. G. Hobdy recommended changing the policy as follows: <ul style="list-style-type: none"> #2, She stated that a & c is sufficient and b is not needed. A motion was made by Mr. D. Bailey to accept the attachments and pend the policy for revision and review at the January 10, 2022 meeting. The motion was seconded by Ms. G. Hurst | <p>There were no objections and the motion passed. The revised policy draft will be added as an Action item to the January 10, 2022 meeting.</p> <p>There were no objections and the motion passed. The revised policy draft will be added as an Action item to the January 10, 2022 meeting.</p> |
| Monitoring Exec. Dir. Performance | | | |

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| | | <ul style="list-style-type: none"> Appointment of Evaluation Committee: Ms. Hobdy gave an overview of the Executive Director Review process and list of required documents. The Evaluation Committee will include the Board Chair, Vice Chair and two volunteers. Volunteers appointed to the Committee are Ms. K. D’Albor and Mr. D. Bailey. The plan is to meet virtually approximately 30 minutes prior to the Board meeting on January 10th. | |
| Distribution of Executive Director Performance Evaluation Electronic Form Link | Ms. G. Hobdy | <ul style="list-style-type: none"> Board members were provided the electronic link to the Executive Director Performance Evaluation Electronic Form. Members were asked to complete the electronic form as soon as possible. | |
| Board Governance Model | Dr. Laughinghouse | <ul style="list-style-type: none"> Information is provided in the Executive Director Report. | |
| Policy Review Process | Ms. G. Hobdy | <ul style="list-style-type: none"> Ms. Hobdy raised questions regarding the policy review process for policies that require Board vote and those designated for individual compliance review with no vote required. <ul style="list-style-type: none"> ➤ Following discussion with the CAHSD Board attorney at the recent Board Retreat, it was determined that the policy assignment review process for compliance isn’t in a policy but is a practice. She recommends adding the policies reviewed for compliance to the agenda to be reviewed by all and be voted on as an action item. Mr. D. Bailey made a motion to change the policy review process for policy compliance by individual Board member assignments to that of review of the whole Board to determine compliance, followed by a vote. Dr. Permenter seconded the motion. | There were no objections and the motion passed |
| December 2021 Policy Review | Ms. G. Hobdy | <ul style="list-style-type: none"> December 2021 Policy Review – Board Job Description– Ms. G. Hobdy. Ms. Hobdy offered the following policy revision: Delete Item 5, e. re: individual Board member evaluations since it is included in Item 4. Board Job Description Policy will be added as an Action item to the January 10, 2022 meeting. | |
| January 2022 Policy Review | Ms. G. Hobdy | <ul style="list-style-type: none"> January 2022 Policy Review –Agenda Planning | . |
| Board Holiday Social | Ms. G. Hobdy | REMINDER: December 9 th Board Holiday Social - Each person is responsible for their meal and beverage. | |
| Adjournment/Next Meeting | Ms. G. Hobdy | The next Board meeting is on January 10, 2022 at 1:00PM. Meeting location or online access information will be provided when determined. Ms. G. Hurst made a motion to adjourn the meeting. Ms. V. Pearson seconded the motion. The meeting was adjourned. | There were no objections and the motions passed. |