

**Capital Area Human Services District Board Meeting
February 6, 2017**

Directors Present: Becky Katz, Chair; Kay Andrews; Christy Burnett; Dana Carpenter, PhD; Gerri Hobdy; Gail Hurst; Vickie King; Thomas Sawyer; Kathy D’Albor; and Sandi Record

Directors Absent: Laverne Aguillard; Rev. Louis Askins; Amy Betts, Vice-Chair; Stacey Morales; Gary Spillman; and Barbara Wilson

Executive Staff Member(s) Present: Jan Kasofsky, PhD, Executive Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
<p>Public Comment</p> <p>Approval of the February 6, 2017 Consent Agenda and Approval of the Minutes for January 9, 2017</p>	<p>Ms. Katz</p>	<p>Ms. Becky Katz called the meeting to order at approximately 3:05 p.m. A quorum was present.</p> <p>She stated that she has been advised to remind each Board member of the public comment section of the agenda as follows: In accordance with the open meeting law, all items on which action is to be taken are open for public comment, and comments and questions may be received on other topics reported at such time as the opportunity is announced by the President of the Board or person conducting the meeting.</p> <p>Ms. Katz asked if there was anyone in the room for public comment pertinent to the agenda items. There was no response for public comment.</p> <p>Mr. Sawyer made a motion to approve the February 6, 2017 Consent Agenda and approval of the minutes of January 9, 2017. Gail Hurst seconded the motion.</p>	<p>There were no objections and the motion passed.</p>
<p>Communications</p>	<p>Dr. Kasofsky</p>	<p>Dr. Kasofsky reported:</p> <ul style="list-style-type: none"> • Behavioral Health (BH) Collaborative Meeting Update: <ul style="list-style-type: none"> ➤ Louisiana Public Health Institute (LPHI) employees from New Orleans presented at the January 20, 2017 meeting on how to add Behavioral Health to a primary care setting. Updates were also provided from the LA Spirit Team, Disaster Case Management and the Crisis Line. At this point, the State hasn’t received the second portion of the grant which would allow LA Spirit to add approximately 200 people to provide resource and crisis counseling. The remainder of the grant funds should be received by the end of February. The situation is dire for those people who have not been able to get back into their homes. There are issues regarding banks not releasing the checks directly to the families. ➤ A special BH Collaborative meeting is scheduled for Friday, March 17, 2017. The movie <i>Chasing the Dragon</i> will be shown. The 	

		<p>movie was produced and inclusive of FBI, DEA and impacted persons and families. A brief overview of the movie was provided. The program on March 17th is for professionals. A facilitated manual will be used. A panel is being developed and will include the Methadone Clinic. A DEA representative from our region will be participating. A date for an evening town hall event for the public is TBD. It will have a different panel composition.</p> <ul style="list-style-type: none"> • Dr. Kasofsky announced that she is the NDBH President for the 2nd year. The focus of the 2017 conference will be on “best practices”. Tentative conference date is October 22. • Dr. Kasofsky will present at a Network Presentation requested by V. Pearson on February 21st at CAHSD in Room 200. • There will be a CIT Institute at the Baton Rouge Police Training Academy conducted by J. Nosacka. April 17-21, 2017 will be the next institute. The letter and invitation form is included in the meeting packet. • The Spring 2017 training brochure is in the meeting packet. The training is free of charge for Board members. Please indicate that you are a Board member on the registration form. • 2017 Health Summit: Dr. Kasofsky will facilitate a panel on mental health and the impact of Medicaid Expansion on people accessing mental healthcare. Alma Stewart’s program is hosting this event which focuses on health equity. 	
Self-Generated Revenue Report (SGR)	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided an overview of the December 2016 SGR Report. She stated that the impact of Medicaid Expansion for CAHSD can be seen. Staff has done a good job of getting clients enrolled. The challenge is to continuously put that kind of pressure on our frontline staff to find out if clients have applied for Medicaid and if not, to assist them to apply. CAHSD will receive Medicaid payment if clients are eligible and the clients will also be able to get their medical needs met. • CAHSD will do fine in terms of collecting our set goal. We continue to see a steady number of people. Collections last year averaged about \$250-\$257K per month. We now expect our average collections to be about \$510K. CAHSD is very busy. CARP, our inpatient program, is most impacted by Medicaid financially. Now many of the clients are eligible. Collections are getting close to the cost of sustaining the program. 	
Budget Update	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided an overview of the budget cuts and the impact on CAHSD if Medicaid Expansion goes away. CAHSD had to give up about \$1.2 million, which was a mix of SGR and some programs that CAHSD had prepared for cuts. • WBR Parish discontinued the program they have with us because of the 	

		<p>expense to stay CARF accredited.</p> <ul style="list-style-type: none"> • Dr. Kasofsky will advise the Board if there are changes to the budget. 	
Request to move the April 3 rd Board Meeting to April 10 th	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky requested that the April Board meeting be moved from April 3rd to April 10th. She would like to attend the National Council on Behavioral Health which conflicts with the April 3rd meeting. She explained how CAHSD will benefit by her attendance, i.e. preparing for value based purchasing and how to move a governmental agency to be competitive in the private sector. She feels this is important information for the strategic plan. • The Board was in agreement to move the meeting to April 10th. 	
CFSS Task Force Letter Response to DD Council Update	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky reported that she has not sent this letter. She will send one this month. She and other Executive Directors discussed sending the letter. Several wrote a letter in disagreement. Several felt it is not material given the current cut scenario. 	
Board Member Status	K. Bray	<ul style="list-style-type: none"> • V. King's request for reappointment packet has been submitted to the EBR Metropolitan Council and should be included on the February 22nd Council agenda. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Policy Review	Ms. Katz	<ul style="list-style-type: none"> • There was no Board Governance Policy Review by Direct Inspection. 	
Executive Director Performance Evaluation	Ms. Katz	<ul style="list-style-type: none"> • Ms. Katz reported that the Executive Director's Performance Evaluation Committee met prior to the Board meeting. Ms. Hobdy gave the following report: <ul style="list-style-type: none"> ➤ Gerri Hobdy reported that they had an opportunity to review the comments submitted from Board members. She stated that the comments were also available for review by all Board members. Generally there was consensus about Dr. Kasofsky's handling of a suit and handling of the budget, her ability to forecast the budget cuts, and that she handles those properly. She certainly maintains the programs they are able to, and has an understanding of when there were cuts, that it did impact people and none of those decisions are made lightly. The Board was always fully informed by the Executive Director. There were quite a few hoorays about how she was positioned not only locally but nationally to speak on behavioral health. We all feel that we are very fortunate to have her in this leadership position. We do not have an opportunity to make any salary recommendations but we certainly want to commend her on her work at this agency. This performance review will be documented in Dr. Kasofsky's personnel file. • Dr. Kasofsky expressed appreciation of the Board's commitment to her and CAHSD. As citizens of this area of the state that has so much need, Board members are unpaid and are commended for their service. 	

		<ul style="list-style-type: none"> • Dr. Carpenter made a motion to accept the recommendations from the Executive Director’s performance review Committee regarding Dr. Kasofsky’s performance. Gerri Hobdy seconded the motion. 	There were no objections and the motion passed.
Board Resolution Banking & SERV Grant		<ul style="list-style-type: none"> • Dr. Kasofsky stated that since the resolutions weren’t sent out a month in advance, Board members don’t have to agree with the resolutions but are being asked to take them up today. • Banking Resolution: Dr. Kasofsky provided an overview of the resolutions provided for review. This resolution provides for C. Caulfield, Chief Financial Officer (CFO), and Ramona Harris, works directly with the CFO, to be added as authorized signatures on the accounts. The Legislative Fiscal Auditor audits this function. Anyone who deals with money must be fingerprinted. Gerri Hobdy made a motion to approve the signature authority resolution. S. Record seconded the motion. • SERV Grant Resolution: Gerri Hobdy also made a motion for the Executive Director to enter into SERV contract resolution. The motion was seconded by Kathy D’Albor 	<p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p>
Policy Review	Ms. Andrews	<ul style="list-style-type: none"> • Accountability of the Executive Director (ED): K. Andrews explained that the Board and the ED have a policy on how to relate to one another. Under the accountability, this is how this Board has decided to operate. It reminds us that the ED is the only link to operational achievement. She provided a detailed overview/explanation of the policy and stated that the Board is in compliance with the policy. 	
Next Assignment	Ms. Katz	<ul style="list-style-type: none"> • Delegation to the Executive Director – Christy Burnett, Rev. Askins will be next on the policy list assignment. 	
	Ms. Katz	<ul style="list-style-type: none"> • The meeting was adjourned. 	
Next Meeting	Ms. Katz	The Board will meet on March 6, 2017 @ 3:00 p.m. at CAHSD, 4618 Government Street, Baton Rouge, LA. in Room 200.	