

**Capital Area Human Services District Board Meeting  
May 2, 2016**

**Directors Present:** Gary Spillman, Chair; Laverne Aguillard; Rev. Louis Askins; Christy Burnett; Dana Carpenter, Ph.D.; Kathy D’Albor; Gerri Hobdy; Stacey Morales; and Barbara Wilson

**Directors Absent:** Kay Andrews Amy Betts; Denise Dugas; Gail Hurst; Becky Katz, Vice Chair; Vickie King; Stephanie Manson; and Sandi Record

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

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the May 2, 2016 Consent Agenda and Approval of the Minutes for April 4, 2016	Mr. Spillman	Mr. Spillman called the meeting to order at approximately 4:14 p.m. A quorum was present. C. Burnett made a motion to approve the May 2, 2016, Consent Agenda and the minutes of April 4, 2016. Rev Askins seconded the motion.	There were no objections and the motion passed.
Communication	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• <b>Humana Bold Gold Presentation:</b> Dr. Kasofsky and Dr. Udofa were on the panel and the only government representatives that participated. CAHS will continue to work with Humana.</li> <li>• <b>BH Collaborative Meeting:</b> The meeting was held on April 22<sup>nd</sup>. An overview was provided of the presenters. AmeriHealth spoke on the importance on integrating behavioral health with physical health.</li> <li>• <b>EBRPP Women’s Event</b> - Dr. Kasofsky stated that while on recent a visit to the EBRPP with T. Myles, 220 female inmates sang Happy Birthday to her. She stated that the women at the prison have changed overall since they are now receiving their medication, assisted by our social workers.</li> <li>• Iberville clients have been going to the FQHC located in Iberville. Parish concerns should be brought to Dr. Kasofsky. Satellite hours there will be reduced.</li> </ul>	
Medicaid Expansion Presentation	Ruth Kennedy	<ul style="list-style-type: none"> <li>• Ruth Kennedy, State Medicaid Director, provided a detailed overview of “Strategies to Get Eligible People Enrolled in Louisiana Medicaid” including eligibility and the application process. The PowerPoint presented is attached. Some highlights are: <ul style="list-style-type: none"> <li>➤ There is a new logo and new name, Healthy Louisiana. New Website is <a href="http://www.healthy.la.gov">www.healthy.la.gov</a></li> <li>➤ Goals: 1) Identify people eligible 2) Inform them of their eligibility 3) Assist with their enrollment 4) Educate them on what they need to do once they are enrolled.</li> <li>➤ Medicaid expansion/implementation date is July 1<sup>st</sup>. Medicaid will expand to cover parents with dependent children; and other adults 19-64 years old.</li> <li>➤ Must meet citizenship requirements and be either a citizen or</li> </ul> </li> </ul>	

		<p>qualified alien.</p> <ul style="list-style-type: none"> <li>➤ Gross (tax) household income at or below 138% poverty level - \$1367 month max income.</li> <li>➤ Do not need to be working or have dependent children</li> <li>➤ DHH expects 300k-450k people might be eligible for Medicaid</li> <li>➤ Baton Rouge Region is considered all of CAHSD Region 2.</li> <li>➤ LA becomes an eligibility determination center effective July 1<sup>st</sup> if <a href="http://www.healthcare.gov">www.healthcare.gov</a> is used.</li> </ul>	
Medicaid Expansion Preparation	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• CAHSD is working with Ruth Kennedy’s office and has requested 3 Out-Posted Medicaid experts to work at CAHSD. CAHSD will hire approximately 4 people from a 2-year business college nearby to assist with Medicaid enrollment. K. Muzik has completed the Medicaid enrollment training and will train CAHSD employees.</li> <li>• CAHSD’s main clinics will each have a kiosk where people can complete their enrollment onsite with assistance if needed.</li> <li>• A CAHSD Executive Management Team Medicaid task force is meeting weekly to stay on top of the CAHSD Medicaid implementation and related issues/barriers.</li> <li>• Dr. Kasofsky stated that she has reached out to other states that have implemented Medicaid Expansion and was told they’ve had a 35% increase of new people coming to their clinics. Working people who have never sought assistance for behavioral health needs will be able to receive help and services paid through Medicaid. CAHSD will see a client volume increase for the first 18 months of about 35% and is considering opening a night clinic at CABH for people who are employed during the day. These clients will be given appointments. CAHSD is considering offering contracts to some of the retired social workers to provide services in the night clinic.</li> </ul>	
Prevention Efforts	V. Gettys	<ul style="list-style-type: none"> <li>• Vivian Gettys, RN, MPH, CAHSD Prevention Division Director, provided a brief overview of the recent Prevention efforts including grant information and Public Service Announcements (PSAs). The PSAs were funded through CAHSD mini grants awarded several weeks ago to Scotlandville Magnet High School, McKinley High School, and East Ascension High School. The mini grants are the first of their kind from CAHSD to foster student-designed media that could be circulated through social media channels. The Board watched the 3 PSA’s and were complimentary of the efforts of the students who selected their PSA topics and created the PSAs.</li> </ul>	
Administration Reorganization	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• A handout of CAHSD’s reorganization was distributed. Dr. Kasofsky provided an overview of the changes. She stated that Ms. Nacoste, has made the decision to retire and that CAHSD would not be where it is today without Ms. Nacoste’s experience. Dr. Kasofsky explained that</li> </ul>	

		<p>the Deputy Director position will not be filled. Research revealed that very few of the other Human Services Districts have a deputy and instead use a CFO. Adina Collins has been functioning as C. Nacoste's backup.</p>	
<ul style="list-style-type: none"> <li>CIT Training Institute 4/11 Update</li> </ul>		<ul style="list-style-type: none"> <li>CIT Training Institute #14 was the largest class to date. The CIT class provides the officers good insight of what is going on in their neighborhoods and in their own family.</li> <li>Mary/Channel 33 attended two days of the recent CIT training and also interviewed J. Nosacka. A link will be provided once the story airs. She also discussed possible other "spinoff" stories with G. Hobdy.</li> <li>Dr. Kasofsky stated there has been no follow-up from the Ascension Sheriff's office and no one attended from that agency.</li> <li>K. Andrews invited the newly elected Sheriff from East Feliciana to attend the CIT training but due to a death in his family he was unable to attend.</li> <li>Dr. Kasofsky stated that an abbreviated version of the training is offered (not called CIT) for agencies who do not have the man power to send officers to a week-long training. The abbreviated course focuses on the de-escalation techniques.</li> </ul>	
<ul style="list-style-type: none"> <li>EBRPP</li> </ul>	Dr. Kasofsky	<ul style="list-style-type: none"> <li>CAHSD now has placement of one and almost a second FT Social worker working in the EBRPP as well as 4 Peers. Two are funded through the Wilson Foundation and one by the Parish Council from EMS. The data hasn't changed much. People have more physical health problems and homelessness.</li> </ul>	
Self-Generated Revenue Report	Dr. Kasofsky	<ul style="list-style-type: none"> <li>K. Muzik has been very tenacious in attempts to get CAHSD claims paid. The private sector is experiencing the same claims payment issues.</li> <li>CAHSD will meet budget. Dr. Kasofsky met with the CAHSD Billers and they estimate collections of \$294-295K each month for the rest of this fiscal year. CAHSD is owed approximately \$100K for services rendered and billed but not reimbursed.</li> <li>Other Human Services Districts haven't been as successful with collecting as CAHSD and that can result as an agency to a cut. If the money isn't in their budget, even though the money is owed them, they will have a deficit.</li> </ul>	
FY '17 Proposed Cuts	Dr. Kasofsky	<ul style="list-style-type: none"> <li>There is good news on proposed cuts. The reductions of our treatment programs funded outside of our parish won't be reduced. The Peer money was cut but has no impact because CAHSD has already obtained grant funding to fund those positions.</li> <li>HIV Testing is a requirement for block grant money that we receive. We had been paying a local agency \$29K to do the testing and had never received funding from OBH to pay for it. HAART, the FQHC, will do the HIV testing for free onsite at CAHSD. The work with HAART is</li> </ul>	

		<p>going very well. Jamie Roques is the point person.</p> <ul style="list-style-type: none"> <li>• CAHSD will have no layoffs and has no furlough days planned.</li> <li>• The total amount of CAHSD's cut is \$670K. Funding for some services was moved into grants. CAHSD will need to seek continued grant funding for these services if still needed before the grants end.</li> </ul>	
Ends Policy Status Update	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• The Ends Policy Status handout was provided. Dr. Kasofsky explained the updates and asked that the members review and ask questions if needed. This item can be added to the agenda next month if necessary.</li> </ul>	
Board Membership	K. Bray	<ul style="list-style-type: none"> <li>• There have been no new appointments/reappointments to the CAHSD Board. Ellen Palmintier with Boards and Commissions reported that background check forms from the EBR appointees have still not been received. The plan is to reach out to the EBR appointees this week. Appointments/Reappointments in other parishes are still in progress.</li> </ul>	
Report from Chairman			
<b>Board Policy Review by Direct Inspection/Board Business</b>			
Board Policy Review	Mr. Spillman	<p>Mr. Spillman expressed that he feels that individuals who are becoming members of this Board in the future should be given their oath of office by a CAHSD attorney at their first CAHSD Board meeting. All necessary notarizing and paperwork could be completed at this time. This would simplify the process and individuals may be more likely to seek Board appointment.</p> <p><b>Board Policy Review by Direct Inspection/Board Business:</b> The Emergency Ex. Dir. Succession Policy and letter was reviewed. There was discussion regarding revision/amendment of the letter to include a time frame. Rev. Askins made a motion to move the policy and letter to the next meeting agenda for further review. K. D'Albor seconded the motion. There were no questions.</p> <p><b>Chairperson's Role Policy</b> was reviewed. There were no recommendations to revise the policy. B. Wilson made a motion to accept the policy as written. Dr. Carpenter seconded the motion. There were no questions.</p> <p><b>Board Committee Code of Conduct</b> was reviewed. There were no recommendations to revise the policy. G. Hobdy made a motion to accept the policy as written. C. Burnett seconded the motion. There were no questions.</p>	<p>The motion passed and there were no objections to move to the next month agenda</p> <p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p>
Statewide Executive Director's Compensation	Mr. Spillman	<p>The Board members discussed the following:</p> <ul style="list-style-type: none"> <li>• Compensation of State Wide Executive Directors and their recent acceptance of pay increases</li> <li>• CAHSD Budget Status</li> <li>• The motion made in the January 12, 2016, CAHSD Board meeting</li> </ul>	There were no objections and the motion passed.

		<p>based on the recommendation of the Executive Director Evaluation Committee</p> <p>Following above discussion, the following motion was made:</p> <p>Ms. Gerri Hobdy made a motion to reoffer the Executive Director a 4% pay increase effective January 1, 2016, for the following reasons:</p> <p>Dr. Kasofsky didn't previously accept the pay increase offered effective January 1, 2016, because she was sensitive to the constraints of the State General Funds. She has since been assured by CAHSD Fiscal personnel that funds are available for her to accept the 4% increase without impact to the CAHSD budget. Dr. Kasofsky has been an excellent steward of agency funds, she was able to maintain optimal function of the agency with budget cuts and she has been a leader in negotiating national policy with Dr. Cassidy and other national policy on behalf of the State and is also a new liaison with a management company with the State ensuring that fair compensation and payment and procedural issues were addressed.</p> <p>Dr. Carpenter seconded the motion.</p>	
Board Member Self Evaluation Form Distributed	Mr. Spillman	<ul style="list-style-type: none"> <li>Board members are to complete the Board Member Self Evaluation Form located in Tab 5 and return to K. Bray via fax, email or at the next Board meeting.</li> </ul>	
Slate of Officers Presented by Nominating Committee	Mr. Spillman	<ul style="list-style-type: none"> <li>The following members of the Nominating Committee met prior to the Board meeting at 2:30 p.m.: Mr. Spillman, B. Wilson, and K. D'Albor. The Committee made the following recommendation: Becky Katz, Chairman and Amy Betts, Vice Chairman. Both have been contacted and have accepted.</li> <li>G. Hobdy made a motion to accept the Nominating Committee recommendation. The motion was seconded by Rev. Askins. There were no questions.</li> <li>Mr. Spillman stated that in the future, one month in advance to the election of officers, the members will be asked if anyone is interested in being the Chair or Vice Chairman. This will give the Nominating Committee more names to consider. Dr. Kasofsky stated that the Board has always tried to balance representation of the parishes, making sure that the smaller parishes have a fair representation and also to consider selection based on the Strategic Plan and if there is a special initiative in a particular parish.</li> </ul>	There were no objections and the motion passed.
Policy Review Process	G. Hobdy	<ul style="list-style-type: none"> <li>G. Hobdy reviewed Board Committee Principles, Page 27. She</li> </ul>	There were no

		reviewed the policy and recommends no change. She made a motion to adopt as is. The motion was seconded by S. Morales. There were no questions.	objections and the motion passed.
Tier 2.1 Personal Financial Disclosure Statement announcement	Mr. Spillman	<ul style="list-style-type: none"> <li>Mr. Spillman reminded members to submit their completed Tier 2.1 Personal Financial Disclosure Statement. It is due annually – May 15<sup>th</sup>. A hard copy is included in the meeting packet and an electronic link will be resent via email.</li> </ul>	Members to submit Tier 2.1 Personal Financial Disclosure Statement to Ethics Board.
Next Assignment	Mr. Spillman	<ul style="list-style-type: none"> <li>Cost of Governance, Page 28 - Stacey Morales</li> </ul>	
Community Participation		<ul style="list-style-type: none"> <li>None</li> </ul>	
Next Meeting	Mr. Spillman	The next Board meeting will be on Monday, June 6, 2016 at CAHSD at 3:00 p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 200A.	