

Florida Parishes Human Services Authority Administrative Office

835 Pride Drive, Suite B

Hammond, LA 70401

Minutes of the Governing Board Meeting

February 24, 2017

Carol Stafford, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:30 a.m.

Rebecca Soley conducted a roll call. A quorum was established.

Attendees

Governing Board: TaMarlon Carter; David Cressy; Gary Porter; Ligia Soileau; Carol Stafford

Absent: Celeste Falconer; Danielle Keys; Jan Robert

Board Appointment Pending

The following board appointment is pending:

- Tangipahoa Parish

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rebecca Soley, FPHSA/Administration; Schoener LaPrairie, M.D., Medical Director; Lori Wager, FPHSA/Administration; Janet Gordon, FPHSA/Administration; Katie Corkern

Prayer was offered by Lori Wagner.

Consent Agenda

Ms. Stafford extended an offer for additional agenda items or new business. No new business was presented.

Agenda

Mr. Cressy made a motion to adopt the agenda as presented; seconded by Rev. Carter.

The motion passed unanimously.

Excused Absence(s)

Ms. Soileau made a motion to excuse the absences of Ms. Falconer, Ms. Keys, and Ms. Robert; seconded by Rev. Porter.

The motion passed unanimously.

Approval of Minutes

Mr. Cressy made a motion to adopt the February 3, 2017, meeting minutes as written; seconded by Rev. Carter.

The motion passed unanimously.

Public Input

Ms. Stafford welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

Mr. Kramer submitted a copy of the Executive Director's Report for February to members of the governing board. He outlined the content which included:

1. **CARF Survey:** On February 8, 2017, FPHSA received communication from CARF announcing that a full three-year accreditation was awarded. Richard expressed his delight to receive the highest accreditation and recognized the staff's hard work. FPHSA has already drafted the correction plan for some recommendations for improvement and will finalize within the next 90 days as required. Mr. Kramer indicated that it is encouraging that the recommendations generally involved areas where we had already identified the need for, and been working towards, improvement. This full accreditation demonstrates compliance with standards and best practices and FPHSA will use the recommendations to further improve services.
2. **Request for Services Registry (RFSR) Project Update:** The RFSR Project that was delayed is now up and running successfully. In the first two weeks of the project, 175 individuals were screened using the SUN evaluation process. If screenings continue at this pace, the goal of screening 1,050 out of the approximately 1,500 individuals on the registry by June 30, 2017 should be reachable. Due to mid-year budget reductions at the Office for Citizens with Developmental Disabilities, whose office is paying for the screenings, the amount of funding available will cover screenings of 70% of the individuals on the list. It is expected that this reduction will have little to no impact in the short term considering that 30% of the individuals on the list may be difficult to locate. At this time, it is unknown if there will be additional money in next year's budget to continue the project for any of the individuals who were not located or otherwise unable to be screened.
3. **LA Spirit Grant Update:** FPHSA is still waiting on the second phase of the SAMHSA grant to fund the expansion of the Louisiana Spirit Community Counseling program; however, the Livingston Parish areas was stuck by some tornadoes recently and another Immediate Services Program grant was awarded to provide disaster counseling services to individuals affected by the tornado. The existing teams in place for the ISP from the March and August floods will provide these services. The latest communication from OBH is that the second phase to expand the teams is imminent-as it has been for the past five months.
4. **Legislative Special Session:** On February 22, 2017, the Louisiana Legislature, at the special session called for by Governor Edwards, approved House Bill 3 which adjusts the fiscal year 2016-2017 budget to accommodate the state's budget deficit. The direct impact of the details of HB 3 included a reduction to FPHSA's budget in the current fiscal year. This budget reduction will require forgoing the planned filling of positions required to open the Denham Springs clinic on a full-time basis for the remainder of the fiscal year, reducing operating services, additional funds associated with existing vacancies. Because the agency had been operating with the knowledge that a mid-year cut was inevitable for several months and delaying non-critical purchases and the filling of non-essential positions, FPHSA can make these reductions without impacting current services or requiring reductions in personnel. These cuts do, though, delay some of the plans to improve and/or expand services so they are not completely without effect. HB 3 also

includes some language directing the Commissioner of Administration to reduce state agencies budgets, excluding higher education, by \$10 million associated with vacancies across state government. It is currently unknown how, or if, that \$10 million reductions will spread out and what, if any, impact there is on FPHSA. Because the already approved mid-year reductions are primarily associated with the monies tied to vacancies, FPHSA is hoping that there will not be additional reductions to the budget.

5. Fiscal Year 2018 (July 1, 2017 through June 30, 2018) Update: Governor Edwards presented his Executive Budget for fiscal year 2017-2018 to the Joint Legislative Committee on the Budget on February 23, 2017. The current version of the budget, which will undergo many revisions before it is finalized, is at roughly the level projected that they agency will spend this year. Although there is a reduction in the budget associated with annualizing the reduction of related to the Denham Springs positions, the agency is hopeful that it will still be able to move forward with that plan if no other reductions are realized.
6. Louisiana Developmental Disabilities Council Recommendations: Mr. Kramer presented the Community and Family Support System Task Force Final Report and recommendations provided by the Louisiana Developmental Disabilities Council. The governing board requested that Mr. Kramer develop a letter outlining: (1) the support of CFSS task force's recommendations of advocating for an additional appropriation to bring all local governing entities (LGEs) to an equitable state general fund (SGF) level based on population and other factors such as poverty, rurality, and cost of living as FPHSA has advocated for this move for quite some time, especially given the disparity of funding per capita in comparison among the LGEs. FPHSA maximizes the funds it receives to serve as many individuals and families as possible; however, the need is still great; and (2) concerns about the recommendation of establishing a mandatory minimum percentage of LGE state general funding to be dedicated to Act 378 programs with a minimum of 10% percent of SGF being dedicated to Act 378 programs for people with developmental disabilities (DD) and a minimum of 1.5% of SGF being dedicated to Act 378 programs for children with behavioral health (BH) needs. When funding stipulations apply, there sometimes is little room for flexibility to provide services. FPHSA would prefer that only new funds have stipulations apply versus the entire budget.

Rev. Carter made a motion to accept the Executive Director's Report as presented; seconded by Mr. Cressy.

The motion passed unanimously.

Financial Report- February 2017:

Mr. Kramer disseminated a current budget analysis for FY 2017 (July 1, 2016- June 30, 2017) which reflected a projected surplus as of January 31, 2017; however, he indicated that this surplus may be absorbed with upcoming budget cuts to meet the state's projected deficit.

Rev. Porter made a motion to accept the Financial Report; seconded by Rev. Carter.

The motion passed unanimously.

Use of Escrow Funds

As discussed at the last meeting, Mr. Kramer presented a request for approval of the use of escrow funds in the event that funds were not available at the end of the fiscal year to purchase up to \$150,000 for training modules for behavioral health staff, training for developmental disabilities staff, marketing products, IT equipment upgrades, clinic signage, FPHSA polo shirts, lobby and group room furniture, replacement vehicle, and/or other necessary items necessary for the efficient and effective provision of services.

Mr. Cressy made a motion to support and approve the use of escrow funds if needed as outlined; seconded by Rev. Porter.

The motion passed unanimously.

Policy Review

Mr. Kramer presented the following existing policies for annual review and consideration:

- 003 Executive Limits- Treatment of Agency Staff

Ms. Soileau made a motion to accept the policies as written; seconded by Mr. Cressy.

The motion passed unanimously.

Strategic Planning

Website/ Advocacy

Mr. Kramer indicated that all revisions have been submitted to finalize and launch the new website. Once launched, a formal notification will be sent out. FPHSA also plans to utilize Constant Contact tools to enhance communication with staff, community stakeholders, clients, etc.

Foundation

There were no new updates regarding the foundation.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board will be on Friday, March 24, 2017, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

A calendar outlining the 4th Friday's of each month in 2017 was made available to the board outlining future meeting dates as a reference. The board deferred discussion regarding upcoming meeting dates until the next meeting in March.

Mr. Cressy made a motion to adjourn the meeting; seconded by Ms. Soileau.

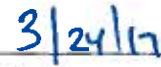
The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary



Date



Richard J. Kramer, Executive Director



Date



Carol Stafford, Board Chair



Date