

**Florida Parishes Human Services Authority Administrative Office**  
**835 Pride Drive, Suite B**  
**Hammond, LA 70401**

**Minutes of the Governing Board Meeting**  
**July 27, 2018**

Carol Stafford, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:34 a.m.

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

**Attendees**

Governing Board: David Cressy; Liz Gary; Timothy Lentz.; Mona Pellichino; Gary Porter; Ligia Soileau; and Carol Stafford

Absent: Danielle Keys and Genesa Garofalo Metcalf, M.D

**FPHSA Staff/ Guest:** Richard Kramer, Executive Director; Rachelle Sibley, CFO; Rebecca Soley, FPHSA/Administration; Cindy Gutowski, FPHSA/Behavioral Health Services; Joseph Bodenmiller, FPHSA/Behavioral Health Services

Prayer was offered by Chief Lentz.

**Agenda/Consent Agenda**

Ms. Stafford extended an offer for additional agenda items or revisions to the agenda. Mr. Cressy made a motion to add agenda item "Agency Policies: 527 Shift Differential Compensation Policy and 544 Overtime Policy" under Board Business; seconded by Chief Lentz.

The motion passed unanimously.

Mr. Cressy made a motion to approve the agenda as revised; seconded by Ms. Gary.

The motion passed unanimously.

**Excused Absence(s)**

Chief Lentz made a motion to excuse the absences of Ms. Keys and Dr. Metcalf; seconded by Ms. Soileau.

The motion passed unanimously.

**Approval of Minutes**

Mr. Cressy made a motion to adopt the June 22, 2018, meeting minutes as written; seconded by Ms. Gary.

The motion passed unanimously.

## **Public Input**

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

## **Behavioral Health Initiatives**

Cindy Gutowski, FPHSA's Behavioral Health Director, and Joseph Bodenmiller, FPHSA's Assistant Behavioral Health Director gave a presentation regarding the agency's current behavioral health initiatives including a report regarding the various evidence-based practices that have been implemented and plans for future implementation. They also discussed FPHSA's supportive employment efforts, prevention outreach activities including the response to the opioid epidemic, and other training and awareness activities such as Adverse Childhood Experiences (ACE) Trainings, community events, and coalition building efforts.

## **Executive Director Report**

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

1. **Budget Update:** The legislature reached an agreement regarding the tax extensions and budget as Fiscal Year 2018 was coming a close. The agreement meant that many of the scenarios discussed earlier in the process would not be realized. In fact, rather than being cut, FPHSA's budget will actually increase this fiscal year. Much of the increase is due to state general fund increases related to mandated pay increases and increases in state employee benefits costs. The fiscal department is finalizing the budget spread so we'll know soon what impact the new budget may have on future plans and whether we are in a position to fill some of our remaining held positions or otherwise expand services.
2. **Funds Allocated for Developmental Disabilities Services:** One perhaps unintended consequence of the legislation enacted last year requiring that an amount equal to 9% of our allocated state general fund be spent on direct developmental disabilities services is that increases to SGF that are dedicated to specific costs, as is the case this year, require LGEs to find the 9% match within other programs. The current year's changes to the budget will require an additional funds be allocated to these services to meet the required 9%. Additionally, it was understood when the 9% was specified last year that the services provided through FPHSA's contract with Northshore Families Helping Families was an allowable cost to charge against this requirement. We were recently notified that this cost should not be counted against the 9% requirement meaning additional funds will need to be found to dedicate towards the required allocation. Obviously this is good news for those we serve within the DD services programs as it will help us better fund their requirements but it may cause other priorities to be affected in order to come up with the additional funding.
3. **Additional Funds for Developmental Disabilities Services:** One additional change that will affect the amount of funds available for developmental disabilities services is the award of additional funds directed by the Louisiana Department of Health. The balance of an LDH fund was made available to be spent in the current fiscal year and it was the DD Council's recommendation that those funds be split proportionally between FPHSA and Northwest Louisiana Human Services District, who are the lowest funded LGEs. This transfer of funds has not been finalized as of yet

but it is expected that it will be soon. As these funds are one time funds I have asked Janise and her team to explore what one-time expenses might be appropriate to use these funds for. Some ideas will include home and/or automobile modifications.

4. Grants: It seems that July has been a good month for FPHSA and the people we serve as we've also been notified of several other grant awards that will allow us to better serve our area. The Office of Behavioral Health made available additional block grant funds for all LGEs to apply for in June. FPHSA made application for two programs and were awarded funding for each. The first was a bid for additional funding towards the group homes operated by NAMI at the Safe Haven campus in St. Tammany. As you may recall, these programs lost their HUD funding and there have been multiple efforts underway to try and raise additional funding to keep this critical resource available in our community, we were pleased to secure funds to go towards the continuation of these services. The other program that FPHSA applied for was to fund care managers in our clinics. The intent of these care managers is to provide case management services to those being served in our clinics which will positively impact the likelihood of successful outcomes in many ways. We were also contacted by OBH to partner in a prevention program aimed at reducing alcohol use among 9-20 year-olds in Tangipahoa and St. Helena Parishes with additional funding per parish per year. We also have applications in place for additional grant funding for an increase in State Targeted Response to the Opioid Epidemic to provide dedicated peer support specialists at each clinic, additional funding through the First Episode Psychosis (FEP) grant to expand FEP programs to additional clinics, and a grant through the department of corrections to provide a clinician to help support individuals being discharged from prisons into our area with linkages for behavioral health services.
5. Response to the Opioid Epidemic in Washington Parish: Earlier this month FPHSA participated in a joint meeting at Our Lady of the Angels (OLOA) Hospital in Bogalusa with representatives from the Office of Behavioral Health and Senator Mizell and Representative White to discuss how we could best cooperate to address the devastating effects of the opioid epidemic on that area. Among other discussions, we have agreed to pursue placing an additional peer in the area as coordination of available services seems to be an obstacle as well as the potential relocation of the Bogalusa clinic to state owned space currently occupied by the hospital. Some of our team will be meeting again with OLOA next month to determine if this is a viable option.
6. Denham Springs Behavioral Health Clinic: Work on the Denham Springs clinic is progressing somewhat slower than was promised but it is nearing completion. I visited the site last week and it really looks very nice. There were still some minor things left to complete and we were informed that it should be about three weeks away from completion. We will be meeting, internally, next week to plan for our move and further growth of that clinic including a grand opening type of community event to publicize the services.
7. Transitioning FPHSA's Financial Services: Rachelle and I have been exploring the possibility of transitioning our financial services away from LDH and moving these functions in house. This will allow for greater control and flexibility in how we accomplish our mission and is supported by LDH administration. Several other LGEs will be pursuing this option at the same time and we intend to work together to pool resources and create greater purchasing power as we negotiate with vendors etc. It is expected that this process will take one and a half to two years to fully implement and will require additional staff in the fiscal department.
8. Developmental Disabilities Services Information: Mr. Kramer provided some developmental disabilities services data for June 2018 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including Referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information

including those receiving FFF and the number on the waiting list; and Waiver Information including those receiving Waiver Services and the number on the waiting list.

9. **Behavioral Health Services Information:** Mr. Kramer provided the number of persons served and services provided for the following: Bogalusa Behavioral Health Clinic; Denham Springs Behavioral Health Clinic; Mandeville Behavioral Health Clinic; Rosenblum Behavioral Health Clinic; Slidell Behavioral Health Clinic; Outreach Services in Franklinton, Greensburg, and Kentwood; and Home and Community Based Services, as well as the number serviced through Residential Treatment Services as of June 2018.

Ms. Gary made a motion to accept the Executive Director's report as presented; seconded by Chief Lentz.

The motion passed unanimously.

### **Financial Report- July 2018:**

Ms. Sibley presented the Financial Report for July 2018 as follows:

#### **Fiscal Year 2018 (July 1, 2017 – June 30, 2018)**

Ms. Sibley disseminated the Month Budget Report for month ending June 30, 2018. FPHSA's current FY18 budget analysis reflects a projected deficit; however, it is projected that funds will be transferred into escrow due to over-collections in self-generated revenue.

FPHSA has been working diligently to get all invoices in for goods and services received prior to June 30<sup>th</sup> and all other financial information as required to ensure the closeout of FY18 is as clean and smooth as possible.

Final FY18 finance reports are not usually available until the October board meeting. Final fiscal year reports are not made available to FPHSA until September/October due to the closed of the fiscal year not occurring until mid-to-late August, allowing time for the Office of Statewide Reporting and Accounting Policy (OSRAP) and the State Treasury Office (STO) to finalize the accounting.

#### **Fiscal Year 2019 (July 1, 2018 – June 30, 2019)**

FPHSA's FY19 budget at the appropriated level represents an overall increase in our budget allocation compared to the agency's FY18 overall budget. The increase included an increase in State General Funds to fund positions and other statewide cost (market adjustments, general increases approved by Civil Service, etc.) as well as an increase in Self-Generated revenue authority to cover the cost to purchase an additional vehicle.

Chief Lentz made a motion to accept the financial report as presented; seconded by Mr. Gary.

The motion passed unanimously.

### **Board Business**

#### **Policy Review**

Mr. Kramer presented revised drafts of Agency Polices No. 527 Shift Differential Compensation and 544 Overtime Policy to the board for review and consideration.

Ms. Pellichino made a motion to accept the policies as revised; seconded by Ms. Soileau.

The motion passed unanimously.

**Confirmation of the next meeting**

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, August 24, 2018, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

**Adjournment**

Chief Lentz made a motion to adjourn the meeting; seconded by Ms. Pellichino.

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

09.26.18

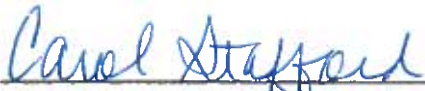
Date



Richard J. Kramer, Executive Director

9-26-18

Date



Carol Stafford, Board Chair

9/28/18

Date