

Florida Parishes Human Services Authority Administrative Office
Minutes of the FPHSA Governing Board Meeting
October 22, 2021

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:35 a.m.

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

Attendees

Governing Board: David Cressy; Liz Gary; Timothy Lentz; Genesa Garofalo Metcalf, M.D; Mona Pellichino; and Carol Stafford

Absent: Danielle Keys and Rev. Gary Porter

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachele Sibley, Chief Operating Officer; and Charlene Lilly, St. Tammany Parish School Board

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda.

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

The motion passed unanimously.

Excused Absences

Mr. Lentz made a motion excusing the absences of Ms. Keys and Rev. Porter; seconded by Ms. Stafford.

The motion passed unanimously.

Approval of Minutes

Mr. Lentz made a motion adopting the September 24, 2021 minutes as written; seconded by Ms. Pellichino.

The motion passed unanimously.

Public Input

Dr. Metcalf welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

Mr. Kramer presented the Executive Director's Report for October to members of the governing board. He outlined the following:

1. Hurricane Ida Updates: Last month we talked a bit about the hurricane related repairs that were needed at some of our clinics. The Pride Dr location had the most damage and required that we keep the building closed to most staff and clients for the better part of two weeks. I am happy to report that all of the repairs at all locations have been completed and the recovery from Hurricane Ida, at least as it relates to physical damage of our property, is complete.
2. Denham Springs BH Remediation: In a completely unrelated water damage development, we had to close the Denham Springs clinic to staff and clients for a week as well earlier this month. A lingering AC leak issue which had been addressed multiple times by the landlord to no avail finally required the removal and replacement of damaged walls surrounding the leaks. Those repairs have also all now been completed and we are back in the clinic as of Monday.
3. COVID Operational Plan Updates: All of the building repairs have come at the right time because as of this week we have returned staff to the office full time and are returning clients to the clinics full time starting next week. Hopefully the current trend with Covid will continue and restrictions will be discontinued soon along with a decreased risk to staff and clients. As we've discussed in the past, our primary method of providing services will continue to be in person at the clinic sites but the Covid enforced virtual work environment has shown us other ways we can provide services that can extend our reach and ability to serve our clients in the way that is most preferable to them. We will continue the use of telemedicine and telework in the future and are continuing to evolve what that will look like in a post pandemic world.
4. Electronic Health Record Implementation Updates: Work is continuing on the new electronic health record with build out meetings and superuser meetings with different staff several times a week. The current projected implementation is expected to be in early spring of 2022.
5. DDS Eligibility Determinations Updates: At our monthly HSIC meeting yesterday LDH informed the districts and authorities that they will be working on a statewide project to improve consistency in developmental disabilities eligibility determinations. Although all districts and authorities are following the same rules it is not unusual for practices to evolve in different directions over time. OCDD intends to hold a series of statewide meetings and trainings over the coming year to ensure that eligibility determinations across the state are based on the same information and following the same processes so that the same person applying in two different parts of the state would expect the same determination in either case.
6. LDH's New Business Plan: A draft of LDH's new business plan was shared with us yesterday as well. It is a well constricted document with priorities that appear to be on target. LDH is finalizing the plan it will make it public soon. One thing item in the plan that will directly impact FPHSA in the future will include the construction of a funding formula for the districts and authorities. As you are aware, there are disparities in the funding across different areas in the state mainly related to what existed in those regions when the legislation changed them to LGEs as well as political pressures in some other areas. FPHSA has, historically, been the second lowest funded areas in terms of state general fund per capita. LDH has been cooperative to try and work with us over the past few years to bring us closer to the average but this plan would codify the process for funding. All of the LGE directors agree that the funding formula shouldn't be used to make immediate cuts to rebalance as that would require the elimination of existing programs that people rely on but rather that the formula will be used when reductions or allocation of new dollars are being discussed. The formula will not be based solely on a per

capita calculation but will also include an evaluation of need and what types of programs currently exist. The formula is still some way from being finalized but is a positive move as long as the right things are considered to equitably distribute future dollars.

7. Developmental Disabilities Services Data Information – Mr. Kramer provided some developmental disabilities services data for June, July, and August 2021-on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; denials; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; and the number of SUN referrals submitted to State Office.
8. 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 for June, July, and August 2021.

Mr. Cressy made a motion to accept the Executive Director’s report as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Financial Report- October 2021:

Fiscal Year 2021 (July 1, 2020 through June 30, 2021)

Ms. Sibley provided the board with a copy of the final FY21 finance reports.

Fiscal Year 2022 (July 1, 2021 through June 30, 2022)

Due to the implementation of a new accounting system and accounting structure for LDH and all associated agencies, reports are still being created and identified in order for agencies to complete the first budget analysis for FY22. We are projecting a deficit for FY22 similar to what we had last year. This is based off a preliminary “needs budget” regarding special initiatives, filling vacant positions, etc. This is not based off an official analysis but a preliminary review for the new fiscal year needs.

Fiscal Year 2023 (July 1, 2022 through June 30, 2023)

FPHSA’s final FY2023 budget request is due to LDH on October 28th. As previous discussed, we are not requesting funding for any new initiatives, only regular statewide adjustments for salaries, related benefits, market adjustments (Formerly merit increases or performance adjustments), and inflation.

Ms. Pellichino made a motion to accept the Financial Report as presented; seconded by Mr. Cressy.

The motion passed unanimously.

Board Business

Annual Policy/Procedure Review

Mr. Kramer presented Policy 010 Executive Limits- Executive Director Succession and Procedure 010.1 Executive Limits-Executive Director Succession for the board's consideration as part of the annual review process.

Mr. Cressy made a motion approving the policy and procedure presented as written; seconded by Mr. Lentz.

The motion passed unanimously.

Executive Session

At 10:20 a.m., Mr. Lentz made a motion to enter into executive session to discuss the Executive Director's performance; seconded by Ms. Pellichino.

The motion passed unanimously.

At 10:39 a.m., Ms. Pellichino made a motion to end executive session; seconded by Ms. Gary.

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, December 10, 2021, at 10:30 a.m.

Adjournment

Mr. Cressy made a motion to adjourn the meeting at 10:40 a.m.; seconded by Ms. Pellichino.

The meeting was adjourned.

Respectfully Submitted,



Rebecca Soley, Secretary

12/10/2021

Date



Richard Kramer (Jan 28, 2022 13:43 CST)

Richard J. Kramer, Executive Director

01/28/2022

Date



Genesa Garofalo Metcalf, M.D. (Jan 28, 2022 18:01 CST)

Genesa Garofalo Metcalf, M.D., Board Chair

01/28/2022

Date