

Florida Parishes Human Services Authority
Governing Board Meeting
June 27, 2014
835 Pride Drive, Suite B
Hammond, LA 70401
9:30 A.M.

Mary Pirosko, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:38 a.m.

Varetta Spears conducted a roll call. A quorum was established.

In attendance

Board Members: David Cressy; Linda Deamer-Hart; Mary Pirosko; Ligia Soileau; Thomas Zachary, Jr.

FPHSA Staff / Guests: Melanie Watkins, Executive Director; Trent Myers, Administrative Director; Tina B. Linder, HR Director; Dr. Schoener LaPrairie, MHS; Dr. Tra Ladner, MHS; Janise Monetta, DDS; Sue Hutti, ADS; Rachelle Sibley, FPHSA Administration; Rebecca Soley, FPHSA Administration; Varetta Spears, FPHSA Administration; Sharon Delvisco, Louisiana Citizens for Action Now (LaCAN)/Northshore Families Helping Families (NFHF); Liz Gary, NFHF/Parent; Cory Sparks, Louisiana Association of Nonprofit Organizations (LANO).

Prayer was offered by Ms. Hart.

Excused Absences:

Mr. Zachary made a motion to excuse the absence of: Ms. Rubby Douglas, Ms. Cheryl Klein, Ms. Jan Robert, and Mr. Edward Ratcliff; seconded by Mr. Cressy.

Roll call vote unanimous; motion carried.

Review/Approval of Minutes:

Ms. Hart made a motion to accept the minutes of the previous meeting as presented; seconded by Mr. Cressy.

Voting Yes: Ms. Pirosko, Mr. Zachary; Abstained: Ms. Soileau; motion carried.

Questions and Comments from the audience:

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

Ms. Pirosko yielded to Ms. Sharon Delvisco, LaCAN Leader for Region 9. Ms. Delvisco gave a brief overview of the services the agency provides. She reported that the group had a Legislative end-of-session wrap up and celebrated the success as a result of the session. Ms. Delvisco said that one of the most important success outcomes is related directly to FPHSA. She explained that funding for Individual Family Support services was increased as a result of dedication in advocating on the agency's behalf by Northshore Families Helping Families, as well as numerous other stakeholders. She said that they are pleased and hope that the resources will enable FPHSA to assist the needy families in this area.

Liz Gary, parent, was in a recent stakeholders meeting with the Office for Citizens with Development Disabilities (OCDD). She gave a brief overview of the changes that are being implemented based on the system's transformation.

Ms. Monetta, FPHSA/DDS, commented that NFHF offers outreach in each parish in the FPHSA catchment area.

Amendment to the agenda:

Ms. Pirosko requested that the agenda be amended to reflect the following changes: move New Business as the next item.

Ms. Soileau made a motion to amend the agenda to move New Business as the next item on the agenda; seconded by Ms. Hart.

Roll call vote unanimous; motion carried.

Ms. Pirosko requested the approval of the board to amend the agenda to add 3 Resolutions under New Business for the board's review/approval.

Ms. Hart made a motion to amend the agenda to add 3 Resolutions under New Business; seconded by Ms. Soileau.

Roll call vote unanimous; motion carried.

New Business:

Contracts Review Fiscal Year 2014-15

Ms. Watkins reminded the board that draft versions of the contract review forms regarding some professional services contracts had been sent prior to the meeting for their review. She presented contracts for review/approval.

Mr. Cressy made a motion to approve the Tulane Contract for psychiatric services as submitted; seconded by Mr. Zachary.

Roll call vote unanimous; motion carried.

Ms. Hart made a motion to approve the contract for psychiatric services for adults to be provided at Lurline Smith Mental Health Clinic (LSMHC) by Dr. Girishkumar Shah as submitted; seconded by Ms. Soileau.

Roll call vote unanimous; motion carried.

Mr. Cressy made a motion to accept the changes to the contract for child psychiatric services to be provided at LSMHC by Dr. Shanmugan Shantha as submitted; seconded by Mr. Zachary.

Roll call vote unanimous; motion carried.

Mr. Cressy made a motion to approve the contract as submitted for child psychiatric services to be provided at Bogalusa Mental Health Clinic (BMHC) by Dr. Elizabeth Hierowski; seconded by Mr. Zachary

Roll call vote unanimous; motion carried.

Ms. Hart made a motion to approve the contract for adult psychiatric services to be provided at LSMHC by Dr. Hugh King; seconded by Ms. Soileau.

Roll call vote unanimous; motion carried.

Mr. Cressy made a motion to approve the contract with the 22nd Judicial District Court for Drug Court reimbursement of professional services provided in St. Tammany and Washington parishes; seconded by Soileau.

Roll call vote unanimous; motion carried.

Mr. Cressy inquired about possible contract services for drug testing for the Behavioral Health Court with the 22nd Judicial District Court as a means of revenue for the agency.

Ms. Watkins indicated that she would explore the options for that service.

Ms. Watkins submitted a Memorandum of Understanding (MOU) between FPHSA and DHH for the board's review. She explained that the staff has been working very diligently with DHH with regards to the MOU and the Accountability Implementation Plan (AIP). She indicated that they attended the Human Services Interagency Council (HSIC) on June 19, 2014. Ms. Watkins said that the performance indicators and the AIP were addressed at the meeting and it was

determined that some items needed to be modified. She said as a result of the meeting, DHH plans to provide an interim agreement letter for the new fiscal year until the new MOU is in place.

Mr. Cressy recommended that FPHSA legal counsel review the MOU on the agency's behalf.

Ms. Watkins indicated that she will contact legal counsel to review the MOU.

Mr. Zachary made a motion authorizing Ms. Watkins to approve the interim agreement letter regarding the MOU between FPHSA and DHH for fiscal year 2015; seconded by Mr. Cressy.

Roll call vote unanimous; motion carried.

Ms. Watkins provided a Board Resolution to the board for the renewal of the lease with Northlake Behavioral Health Systems to provide space and support services for the residential treatment programs at the Alcohol Drug Unit (ADU) and Fontainebleau Treatment Center (FTC). She explained that there are no significant changes; the rates will remain the same.

Ms. Hart made a motion to approve the Board Resolution to renew the lease with Northlake Behavioral Health Systems to provide space and support services for the residential treatment programs at ADU and FTC; seconded by Ms. Soileau.

Roll call vote unanimous; motion carried.

Ms. Watkins presented a Board Resolution to the board for the renewal of the Delegation of Authority. She explained that this Board Resolution authorizes the Executive Director to act on behalf of the board to carry out business of the agency, which includes the hiring and firing, as well as, other disciplinary actions in accordance with Civil Service rules.

Mr. Cressy made a motion to adopt the Board Resolution, Delegation of Authority, authorizing the Executive Director to act on behalf of FPHSA; seconded by Ms. Hart.

Roll call vote unanimous; motion carried.

Ms. Watkins presented a Board Resolution for Signature Authority to the board for review. She explained that the resolution authorizes the Executive Director the authority to act on behalf of the board when signing Cooperative Endeavor Agreements (CEA), MOU's, and Contracts as deemed necessary to enhance service delivery on behalf of FPHSA.

Mr. Cressy made a motion to adopt Board Resolution- Signature Authority, authorizing the Executive Director authority to act on behalf of FPHSA as deemed necessary to enhance the service delivery on behalf of the agency; seconded by Mr. Zachary.

Roll call vote unanimous; motion carried.

Board Review: Policy No. 017-Executive Limits-Communications with and Support to the Board

Mr. Cressy made a motion to accept Policy No. 017 – Executive Limits- Communications with and Supports to the Board; seconded by Ms. Soileau.

Roll call vote unanimous; motion carried.

Executive Director's Report:

Melanie Watkins submitted a copy of the Executive Director's Report for June to members of the governing board. She outlined the content which included:

- ❖ Update on funding for upcoming fiscal year. Ms. Watkins reported that the legislative session ended on June 2, 2014 and the agency received notification on Monday, June 23, 2014 about the funding for fiscal year 2015. She said that the good news was that the agency received some additional funding for Developmental Disabilities Services (DDS). She reported that this was the result of the Developmental Disabilities Council, Families Helping Families, and other stakeholders' persistence in advocating on behalf of the agency for increased funding. She expressed appreciation on behalf of the agency and those we serve. Ms. Watkins reported that there is funding allocated for staff pay raises; however, it is not statutorily dedicated in the budget. She explained that statutorily dedicated means that the funds can only be expended for that dedicated purpose. Ms. Watkins said it is the agency's goal to grant performance adjustments (merit pay raises) this upcoming year. She reported that the fiscal staff is currently working on the appropriate distribution of the new budget as it may take several weeks to get it allocated correctly in the electronic fiscal system to accurately reflect the distribution of the budget. Ms. Watkins said that currently, the fiscal staff is very busy processing payments for the end of the fiscal year, as well as, contracts for the new fiscal year.
- ❖ Update on Same Day-Next Day Access. Ms. Watkins reported that since the last board meeting, staff has been involved with planning for the proposed transition to Same Day, Next Day Access and Team-based Care, which was recommended by the consultants with the National Council for Behavioral Health. She said that she hopes to receive the final report and further details at the upcoming meeting of the St. Tammany Parish Behavioral Health Task Force on July 18, 2014.
- ❖ Update on the Board Retreat. Ms. Watkins reported that the agency is contracting with Mr. Cory Sparks of LANO to serve as facilitator for the strategic planning meeting. She reiterated that the meeting is scheduled for Friday, July 8, 2014, from

9:00a.m. - 3:30 p. m. at FPHSA Administration, Pride Drive location, Hammond, LA. She said that the executive management team will be in attendance, as well.

- ❖ Update on the Human Services Interagency Council (HSIC). Ms. Watkins reported that the HSIC met on June 19, 2014. She said that much of the day-long meeting was spent reviewing the AIP which is to be an attachment to the MOU between DHH and the districts/authorities. She reported that it was determined at the meeting that the document would not be finalized by the start of the new fiscal year, July 1, 2014 due to the work involvement required and the detail of the AIP. She explained that DHH indicated that they would be sending a letter of agreement to be signed confirming that the letter would serve as an interim agreement until such time as the final version of the MOU is completed.
- ❖ Update on Electronic Health Records (EHR). Ms. Watkins said that key staff has been exploring other possible EHRs as possible alternatives to Clinical Advisor (CA) and hope to be moving in that direction rather soon. She said that the staff seems to be very excited about the possibility of securing a more user-friendly and clinically appropriate electronic record. She said although the staff realize that there will be a lot of hard work required for such a transition over the course of the next several months, the intent is to have a worthwhile product at the end of the project, beneficial for all concerned, including the staff, consumers, and the agency overall.
- ❖ Update on staff training. Ms. Watkins reported that over the course of the past several weeks, FPHSA staff has been involved with providing training to agency staff, as well as to the general public, related to such topics as the Coordinated System of Care (CSoC), Ethics, safe TALK, ASIST training, and preparing for future training regarding Behavioral Health issues related to law enforcement, primarily for the Tangipahoa Parish Sheriff's Department at this time, in conjunction with NAMI-St. Tammany. Ms. Watkins said that the agency hopes to build on these efforts, thereby increasing the knowledge in the community, as well as enhancing FPHSA's presence in the community.
- ❖ FPHSA will be celebrating ten years of operation. Ms. Watkins said that FPHSA will be celebrating ten years of operation in July as the agency was established in 2004. She said that although it has been a challenging experience, requiring growth and change for/ all involved, we are proud to say that the agency is moving forward and excited about the potential opportunities for the future. She said with that in mind, we would like to have a celebration of this special anniversary for the next board meeting so that all of the board members could be in attendance.

Mr. Cressy made a motion to approve the Executive Director's Report for June; seconded by Ms. Hart

Roll call vote unanimous; motion carried.

Committee Reports:

Financial Report:

Ms. Pirosko deferred to Ms. Sibley for the Financial Report for June. Ms. Sibley submitted the following reports: Monthly Budget Report for Month Ending May 31, 2014 and Magellan Monthly Target versus Projected Target. She explained the details of data contained in each report. She reported that the agency has received a significant increase in collections. Ms. Sibley pointed out that the increase is a result of numerous factors, such as, the cultural shift of the staff and their understanding the billing process, the ability to bill for nursing injections, and Magellan increased rate reimbursements for some services. She added that as of October 2013, FPHSA Permanent Supportive Housing Program began billing for the services provided, which has also impacted the increase in collections.

Ms. Sibley reported that the agency currently faces a deficit; however, she is hopeful that the projected deficit amount will decrease by the close of the fiscal year.

Ms. Sibley said that she anticipates a better financial picture for the upcoming year, which begins July 1, 2014.

Mr. Zachary made a motion to accept the Financial Report for the month of June; seconded by Ms. Hart.

Roll call vote unanimous; motion carried.

Old Business:

Board Retreat:

Ms. Pirosko introduced Mr. Cory Sparks, LANO. He provided an overview of the services that LANO provides. Mr. Sparks said that in addition to the trainings, LANO provides, tool kits and consulting services.

Ms. Pirosko said that the main objective of the board retreat is to finalize a workable strategic plan with measurable goals and objectives.

Confirmation of the next meeting

The next meeting was confirmed to be July 25, 2014.

Mr. Cressy made a motion to adjourn; seconded by Ms. Hart.

Roll call vote unanimous; meeting adjourned.