

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
EAST JEFFERSON TRAINING ROOM
3616 S. I-10 Service Rd. W., Suite 200
Metairie, Louisiana 70001

MONDAY, December 5, 2022

JPHSA Board Members in Attendance:

James Arey	Patricia Ehrle	Shawnta Gardener-Taylor	Alan Carroll
Robin Parker-Brooks	Bruce Galbraith	Alex Redfearn	Darrell Renfro

JPHSA Board Members Absent:

None.

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Christy Dempster, Chief Financial Officer
Jennifer Zinter, BHCS Director
Trudy Ingersoll, Accreditation Coordinator
Tammy Valenti, CAA

Mr. Galbraith called the meeting to order at 6:09 p.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda

Mr. Galbraith asked staff members in attendance to introduce themselves.

Mr. Galbraith asked for a motion to adopt the agenda as presented. Ms. Ehrle made a motion to accept the agenda as presented. Mr. Arey seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages – None.

4. Required Approvals Agenda

A. September Minutes – Mr. Arey made a motion to approve the minutes as presented prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

B. FY 22 4th Quarter Financial Report – Ms. Dempster reviewed the fourth quarter board report for FY 22 and answered questions of the board. Ms. Redfearn made a motion to accept the FY 22 fourth quarter JPHSA financial report as presented. Mr. Arey seconded. Passed unanimously.

C. FY 22 4th Quarter Board Financial Report – Ms. Dempster reviewed the fourth quarter report for FY 22 and answered questions of the board. Ms. Ehrle made a motion to accept the FY 22 fourth quarter board financial report as presented. Ms. Redfearn seconded. Passed unanimously.

D. FY 23 1st Quarter Financial Report – Ms. Dempster reviewed the first quarter report for FY 23 and answered questions of the board. Mr. Arey made a motion to accept the FY 23 first quarter JPHSA financial report as presented. Mr. Arey seconded. Passed unanimously.

E. FY 23 1st Quarter Board Financial Report – Ms. Dempster reviewed the first quarter board report for FY 23 and answered questions of the board. Mr. Arey made a motion to accept the FY 23 first quarter board financial report as presented. Mr. Arey seconded. Passed unanimously.

5. Board Education.

A. Executive Director Update – Dr. DiChiro Derbes reported as follows:

- Introduction and Highlights from the new BHCS Director, Jennifer Zinter – Dr. DiChiro Derbes introduced the new director for the Behavioral Health Community Services. Ms. Zinter briefly spoke about her background. Ms. Zinter presented information to the board on two of her division’s programs: Family Preservation Court and the Jefferson Parish Sheriff’s Office Crisis Care Collaborative. A discussion followed.

- Update on Elmwood Facility – Dr. DiChiro Derbes updated the Board on the renovations at the Elmwood facility. A discussion followed.

- Update on Security – Dr. DiChiro Derbes informed the Board that she is mindful of safety for staff and service recipients; therefore, the agency is taking steps to make sure all facilities are as secure as possible. Entrances to the facilities will be limited going forward. LED lighting has been added to make the outside of facilities brighter after hours. Dr. DiChiro Derbes answered questions of the Board.

B. JeffCare Board Update – Mr. Carroll reported on the JeffCare Board meeting held on Tuesday, November 15. He announced the 340B audit had no major findings, just a few minor housekeeping issues. The first quarter expenditure report had no issues. The client survey is underway. The survey is getting good responses. The JeffCare Board is seeking one more appointment. A discussion followed.

6. Monitoring Executive Director Performance

A. ENDS Allocation of Resources Monitoring Report – Ms. Gardener-Taylor opened discussion on the ENDS Allocation of Resource Monitoring Report. Ms. Gardener-Taylor asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the interpretation of the policy as reasonable. Mr. Carroll made a motion to accept the interpretation as reasonable for the ENDS Allocation of Resources monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

Ms. Gardener-Taylor asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the data provided as documentation of compliance with this policy. Mr. Arey made a motion to accept the data provided as documentation of compliance for the ENDS Allocation of Resources monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. Passed unanimously.

B. Asset Protection Monitoring Report – Ms. Gardener-Taylor opened discussion on the Asset Protection Monitoring Report. Ms. Gardener-Taylor asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the interpretation of the policy as reasonable. Mr. Galbraith made a motion to accept the interpretation as reasonable for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. Passed unanimously.

Ms. Gardener-Taylor asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the data provided as documentation of compliance with this policy. Mr. Arey made a motion to accept the data provided as documentation of compliance for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. Passed unanimously.

7. Monitoring Board Performance

A. Board Self-evaluation – Ms. Ehrle volunteered to complete the Board self-evaluation.

B. Policy Review – Communication & Support to the Board – Ms. Gardener-Taylor opened discussion on the Communication & Support to the Board policy. There were no changes to this policy.

ENDS Focus of Grants or Contracts – Ms. Gardener-Taylor opened discussion on the ENDS Focus of Grants or Contracts policy. There were no changes to this policy.

C. 2023 Agenda Planning – Ms. Gardener-Taylor opened discussion on who would like to work with Ms. Valenti and Ms. Ingersoll to create the 2023 Board agenda. Mr. Galbraith volunteered to assist in the agenda planning. The 2023 Agenda will be presented to the Board at the February meeting for approval and adoption.

D. Recruitment – Ms. Valenti then reported the open positions on the Board. She stated the Board now has openings in an Addictive Disorders, Professional positions, an Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, and a Judiciary position. Ms. Valenti stated she had one potential Board member initially contact her, but has not had any success in getting in touch with her again.

E. Board Self-Evaluation Annual Report – Mr. Galbraith reviewed the Board Self-Evaluation Report for FY 22.

F. Govern for Impact Membership Renewal – Ms. Valenti opened discussion on whether the Board would like to renew their membership with the Govern for Impact. Mr. Galbraith would like to renew the membership. Ms. Gardener-Taylor asked the Board for a vote. Seven yay and one nay. Motion passed.

G. Conflict of Interest Forms – Ms. Valenti reminded Board members to complete the annual Conflict of Interest Forms. Forms were completed and submitted to Ms. Valenti.

8. Announcements

A. Board Generated Items.

Dr. DiChiro Derbes informed the Board that this is Ms. Valenti's last Board meeting. The Board would like to thank Ms. Valenti for her dedication and service to the Board. Ms. Valenti will attend the February meeting as a guest.

B. Next Board meeting – The next meeting of the Board is on Monday, February 6, 2023, 6:00 p.m. at **JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., 2nd Floor Board room, Metairie, LA 70001.**

9. Adjournment

Dr. Parker-Brooks made a motion to adjourn the meeting at 7:33 p.m. Mr. Arey seconded the motion. Passed unanimously.

Shawnta Gardener-Taylor
SHAWNTA GARDENER-TAYLOR
Board Chairperson