

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

MINUTES

Monday, March 2, 2020

JPHSA Board Members in Attendance:

James Arey	Patricia Ehrle	Alex Redfearn
Monica Baltodano-Dubey	Bruce Galbraith	
Rashain Carriere-Williams	Shawnta Gardener-Taylor	

JPHSA Board Members Absent:

None

Staff in Attendance:

Lisa English Rhoden, Executive Director  
Rosanna DiChiro, BHCS Division Director  
Tammy Valenti, CAA

Guests in Attendance:

Robin Brooks, Prospective Board Member  
Alan Carroll, Prospective Board Member  
Judge Michele Holmes, Prospective Board Member

Ms. Carriere-Williams called the meeting to order at 6:00 p.m.

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

Ms. Carriere-Williams asked visitors and staff members in attendance to introduce themselves.

Ms. Carriere-Williams asked for a motion to adopt the agenda as presented. Ms. Ehrle made a motion to adopt the agenda as presented. Ms. Redfearn seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Ownership Linkage

None.

4. Board Education

A. Executive Director Update – Ms. Rhoden reported as follows:

- U.S. Department of Justice, Bureau of Justice Administration (BJA), Case Management for Arrestees Grant Update – Ms. Rhoden briefed the Board on the BJA grant and asked Dr. DiChiro to

update the Board on this grant. Dr. DiChiro informed the Board on the progress of the grant and reported statistics to the Board. She answered questions and explained the positive outcomes. A discussion followed.

- Maintenance of Accreditation with the Council on Accreditation – Ms. Rhoden reported JPHSA received full accreditation with no findings and no recommendations. A discussion followed.
- FY21 State Budget Reduction – Ms. Rhoden reported on the FY21 State budget reduction. She confirmed the State reduced JPHSA’s budget by another 5% on top of the initial reduction. Ms. Rhoden also reported on the Joint Legislative Committee on the Budget (JLCB) meeting held on February 7, 2020 where the Governor’s Office presented its budget that includes LDH. She answered questions of the Board. A discussion followed.
- FY20 Second Quarter Service Volume Stats – Ms. Rhoden reported on the FY20 second quarter service volume statistics for JeffCare, BHCS and DDCS. She answered questions of the Board. A discussion followed.
- All Staff Meeting – Ms. Rhoden informed the Board of the All Staff meeting on March 5 at East Jefferson General Hospital Auditorium from 8:00 a.m. – 10:00 a.m. She invited the Board to attend.
- HSIC Board Chairpersons’ Meeting (Thursday, October 15, Baton Rouge) – Ms. Rhoden informed the Board the HSIC meeting for LGE Chairpersons’ is being held on Thursday, October 15 in Baton Rouge. She asked members to put this date on their calendar.

Ms. Rhoden reported the following linkage opportunities:

Lakeside Kids Expo, March 21, 2020, 9 a.m. – 2 p.m., Lakeside Shopping Center, Metairie, LA.

Annual Jefferson Parish Community Resource Fair, March 28, 2020, 10 a.m. – 2 p.m., Clearview Mall, 4436 Veterans Memorial Blvd., Metairie, LA.

Kenner Hispanic Fest (Children’s Village), March 28, 2020, 3 p.m. – 8 p.m., Laketown, 4545 Williams Blvd., Kenner, LA.

Autism Society for the Greater New Orleans Metropolitan Area, April 4, 2020, 10 a.m. – 1 p.m., First Baptist Church, 5290 Canal Blvd., New Orleans, LA.

B. JeffCare Board Update – Ms. Ehrle gave a report on the JeffCare Board. She stated she attended the February 18, 2020 JeffCare Board meeting. Highlights from the meeting included a presentation from Ms. Nicola on the six-month ending December 21, 2019 budget of expenses and revenue that was accepted and approved by the JeffCare Finance Committee and JeffCare Board.

Ms. Ehrle stated JeffCare hired a consultant working with the Assistant Division Director of JeffCare on front office operations and the supervisory workflow structure for greater efficiency. The Consultant is also looking at the layout needs to reconfigure the East bank office for improved workflow.

Ms. Ehrle informed the Board JeffCare will be participating in the Crescent City Classic and encouraged the JPHSA Board to form a team and participate in this fundraiser.

She reported the Board approved monitoring reports on their Treatment of Staff and Asset Protection policies presented by the JeffCare Division Director.

In conclusion, she stated the Board continues to recruit for new Board members in order to comply with their HRSA grant.

C. Policy Governance Training – Deferred.

D. Govern for Impact Conference – Ms. Valenti reported on the Govern for Impact Conference being held June 10 through June 20, 2020 in Fort Worth, Texas. She stated Mr. Galbraith would be attending. A discussion followed.

## 5. Required Approvals Agenda

A. February Minutes – No January meeting. Ms. Ehrle stated there is a correction to the report on officers elected at the February JeffCare meeting. She will send the corrections to Ms. Valenti. Ms. Redfearn made a motion to approve the amended February 3, 2020 JPHSA Board meeting minutes. Ms. Baltodano-Dubey seconded the motion. Passed unanimously.

## 6. Monitoring Board Performance

A. Conflict of Interest Form Review – Deferred.

B. Board Self-Evaluation – Mr. Galbraith volunteered to do the Board self-evaluation.

C. Policy Review – Financial Condition & Activities – Ms. Carriere-Williams opened discussion on review of the Financial Condition & Activities policy. There were no changes to this policy.

Executive Director Emergency Succession – Ms. Carriere-Williams opened discussion on review of the Executive Director Succession policy. There were no changes to this policy.

D. Recruitment – Ms. Valenti reported the open positions on the Board. Ms. Valenti stated the Board now has openings in the Addictive Disorders, Professional position, Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, Developmental Disabilities, Advocacy and a Judiciary position. A discussion followed.

Ms. Carriere-Williams welcomed Judge Holmes to the meeting and asked that she and the other prospective members come to the April Board meeting. Mr. Galbraith asked if they had any questions or comments regarding the meeting or Board operations. A discussion followed.

E. Annual Retreat Planning – Ms. Carriere-Williams opened discussion regarding the Board's annual retreat. She asked members to look at their calendar for a date in August. A discussion followed. Ms. Carriere-Williams asked Ms. Valenti to look into a policy governance webinar and report to the Board at the April 6 Board meeting.

## 7. Monitoring CEO Performance

A. Consultants and Contract Work Policy Monitoring Report – Ms. Carriere-Williams opened discussion on the Consultants and Contract Work Monitoring Report. A discussion followed. Ms. Carriere-Williams asked the Board if they assessed the interpretation of the Consultants and Contract Work monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms.

Carriere-Williams asked for a motion to accept the interpretation of the policy as reasonable. Mr. Arey made a motion to accept the interpretation of the Consultants and Contract Work monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

Ms. Carriere-Williams 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. Carriere-Williams asked for a motion to accept the data provided as documentation of compliance with the Consultants and Contract Work policy. Ms. Redfearn made a motion to accept the data provided for the Consultants and Contract Work monitoring report as presented prior to the meeting. Seconded by Ms. Gardener-Taylor. Passed unanimously.

B. Annual Review of Executive Director Performance Contract – Executive Session – At this time Mr. Galbraith made a motion to enter into Executive Session to discuss the Executive Director performance. Seconded by Ms. Redfearn. Passed unanimously. 7:08 p.m.

The Board entered into regular session at 7:18 p.m. Mr. Arey made a motion stating the Executive Director has met and exceeded all expectations in meeting the Ends this Board has set forth, therefore, the Board authorizes an eight percent increase for the Executive Director. Ms. Redfearn seconded the motion. Passed unanimously.

Ms. Carriere-Williams asked for a motion to award a new contract to the Executive Director. Ms. Gardener-Taylor made a motion to award a 15-month contract to the Executive Director as negotiated by Ms. Carriere-Williams. Mr. Galbraith seconded the motion. Passed unanimously.


#### 8. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, April 6, 2020 at JPHSA’s East Jefferson facility, located at 3616 S. I-10 Service Rd. W., Suite 200, Metairie, Louisiana 70001. The meeting will take place in the second floor boardroom.

#### 9. Adjournment

Ms. Gardener-Taylor made a motion to adjourn the meeting at 7:24 p.m. Ms. Ehrle seconded the motion. Passed unanimously.



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RASHAIN CARRIERE-WILLIAMS  
Board Chairperson