

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

MONDAY, April 22, 2024

JPHSA Board Members in Attendance:

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

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Christy Dempster, Chief Financial Officer
Dan Mui, General Council
Trudy Ingersoll, Board Liaison

Ms. Gardener-Taylor called the meeting to order at 6:12 p.m.

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

Ms. Gardener-Taylor asked staff members and guest in attendance to introduce themselves.

Ms. Gardener-Taylor asked for a motion to adopt the agenda as presented. Ms. Redfearn made a motion to accept the agenda as presented. Ms. Ehrle seconded the motion. Passed unanimously.

2. Public Comment

None.

2. JPHSA Board Linkages

None.

4. Required Approvals Agenda

A. December Minutes – Ms. Gardener-Taylor asked for a motion to approve the December minutes. Ms. Redfearn made a motion to approve the minutes as presented prior to the meeting. Mr. Galbraith seconded the motion. Passed unanimously.

B. JPHSA Financial FY 24 2nd Quarterly Report (Oct. – Dec.) – Ms. Dempster reviewed the financial quarterly report for the Board. A discussion followed. Ms. Gardener-Taylor asked for a motion to accept the financial quarterly report. Ms. Ehrle made a motion to accept the report as presented prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

C. JPHSA Board Financial FY 24 2nd Quarterly Report (Oct. – Dec.) – Ms. Dempster reviewed the JPHSA Board budget quarterly report for the Board. A discussion followed. Ms. Gardener-Taylor asked for a motion to accept the Board quarterly report. Dr. Parker-Brooks made a motion to accept the JPHSA Board quarterly report as received prior to the meeting. Ms. Redfearn seconded the motion. Passed unanimously.

5. Board Education.

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

- Council on Accreditation – Ms. Ingersoll reported that Jefferson Parish Human Services Authority received their fifth reaccreditation without any findings or recommendations. She also reported that the agency scored higher than they did previously. Reaccreditation is for four years. A discussion followed.

- Council on Accreditation Peer Reviewers – Dr. DiChiro Derbes reported that she and Nicole Sullivan-Green, Director of Developmental Disabilities Community Services, are scheduled to become peer reviewers with the Council on Accreditation. Both are scheduled to attend training in Omaha, Nebraska in May of this year.

- Lawsuit – Mr. Mui reported that the agency reached a settlement for its lawsuit with the insurance company regarding damages incurred from Hurricane Ida. Repairs are almost complete. A discussion followed.

- Homeless Task Force – Dr. DiChiro Derbes reported that she was asked to Chair a Homeless Task Force by Councilman Deano Bonano. The next meeting is scheduled for the first week in May. A discussion followed.

- HRSA Site Visit – Ms. Dempster reported that the HRSA site visit recently wrapped up. She reported that we had 90% compliance rating overall. A corrective action plan was put into place to address a few minor areas. All corrections have been made and submitted to HRSA for review. A discussion followed.

B. JeffCare Board Update – Mr. Carroll reported that JeffCare would use all of the grant funding that is available by the deadline. He also reported that the HRSA site visit was conducted in March. A discussion followed.

6. Monitoring Executive Director Performance

A. Treatment of Individuals Served Monitoring Report – Ms. Gardener-Taylor opened discussion on the Treatment of Individuals Served policy 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. Ms. Redfearn made a motion to accept the interpretation as reasonable for the Treatment of Individuals Served 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 the Treatment of Individuals Served policy. Mr. Carroll made a motion to accept the data provided as documentation of compliance for the Treatment of Individuals Served monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

B. Financial Condition and Activities – External Report – Ms. Gardener-Taylor opened discussion on the Financial Conditions & Activities policy 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. Ms. Ehrle made a motion to accept the interpretation as reasonable for the Financial Conditions & Activities 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 the Financial Conditions & Activities policy. Dr. Parker-Brooks made a motion to accept the data provided as documentation of compliance for the Financial Conditions & Activities monitoring report as presented prior to the meeting. Seconded by Mr. Renfro. Passed unanimously.

C. Consultant and Contract Work Monitoring Report – Ms. Gardener-Taylor opened discussion on the Consultant and Contract Work 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. Ms. Redfearn made a motion to accept the interpretation as reasonable for the Consultant and Contract Work monitoring report as presented prior to the meeting. Seconded by Mr. Carroll. 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. Carroll made a motion to accept the data provided as documentation of compliance for the Consultant and Contract Work monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

D. Treatment of Staff Monitoring Report – Ms. Gardener-Taylor opened discussion on the Treatment of Staff 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. Ms. Redfearn made a motion to accept the interpretation as reasonable for the Treatment of Staff 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. Ms. Ehrle made a motion to accept the data provided as documentation of compliance for the Treatment of Staff monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

7. Monitoring Board Performance

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

B. Policy Review – Accountability of the Executive Director – Ms. Gardener-Taylor opened discussion on the Accountability of the Executive Director policy. There were no changes to this policy.

Allocation of Resources – Ms. Gardener-Taylor opened discussion on the ENDS – Allocation of Resources policy. There were no changes to this policy.

Global Executive Constraint – Ms. Gardener-Taylor opened discussion on the Global Executive Constraint policy. There were no changes to this policy.

C. Recruitment – Ms. Gardener-Taylor reported that Mr. Guidry has applied to become a board member.

At this time, Ms. Redfearn made a motion to authorize the Chairperson to send a recommendation letter to the Parish Council asking for the appointment of Mr. Guidry for a three-year term in the Law Enforcement position on the JPHSA Board. Ms. Ehrle seconded the motion. Passed unanimously.

D. Govern for Impact Conference – Ms. Gardener-Taylor reported that this year’s conference will be June 13-15 in Atlanta, GA. Mr. Renfro expressed interest in the conference. A discussion followed.

8. Annual Retreat Planning – Ms. Gardener-Taylor reported that this year’s retreat is scheduled for August. A discussion followed.

9. Annual Review of Executive Director Performance – Ms. Gardener-Taylor opened discussion on the Executive Director’s performance. A discussion followed. The board approved a four percent increase. Ms. Ehrle made a motion to approve the increase. Seconded by Mr. Renfro. Passed unanimously.

10. Deadline May 15, 2021 – Mr. Galbraith reminded the Board to fill out the financial disclosure form and fax or mail to the Louisiana State Ethics Board.8.

11. Announcements

12. Board Generated Items.
None.

13. Next Board meeting – The next meeting of the Board is on Monday, June 3, 2024, 6:00 p.m. at **JPHSA’s East Jefferson Building, 3616 S. I-10 Service Road W., Metairie, LA 70001.**

8. Adjournment

Mr. Carroll made a motion to adjourn the meeting at 6:52 p.m. Mr. Arey seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson