

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
Zoom Meeting
Meeting ID: 820 0926 0242
Passcode: 733281

Monday, May 3, 2021

JPHSA Board Members in Attendance:

James Arey	Patricia Ehrle	Alex Redfearn
Rashain Carriere-Williams	Bruce Galbraith	
Alan Carroll	Robin Parker Brooks	

JPHSA Board Members Absent:

Shawnta Gardener-Taylor

Staff in Attendance:

Lisa English Rhoden, Executive Director
Nicole Sullivan-Green, DDCS Division Director
Jon Paul Drouant, IT Support Supervisor
Tammy Valenti, CAA

Guests in Attendance:

None.

Mr. Galbraith called the meeting to order at 6:00 p.m.

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

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

Mr. Galbraith asked for a motion to adopt the agenda as presented. A motion was made by Ms. Ehrle to accept the agenda as presented prior to the meeting. Ms. Redfearn seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Executive Director Candidate.

Mr. Galbraith reported on the meeting he and Ms. Gardener-Taylor had with the Executive Director candidate stating the candidate accepted the position. A discussion followed. Ms. Ehrle made a motion to authorize the Board Chairperson to execute a two year contract with the Executive Director candidate. Ms. Carriere-Williams seconded. Passed unanimously.

4. Board Education

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

- Chief Financial Officer Position – Ms. Rhoden informed the Board of the resignation of Brian Coogan, CFO. She stated Mr. Coogan had family responsibilities he needed to attend to. Ms. Rhoden

introduce Ms. Christy Dempster, who was the Controller at the time and stated Ms. Dempster has agreed to fill the CFO position. Discussion followed.

- JeffCare Board Repayment of FY20 & 21 Debt to JPHSA – Ms. Rhoden told the Board she was happy to report as of the end of last week the JeffCare Board repayment debt was fulfilled. Ms. Rhoden stated she and Ms. Dempster will request to attend the JeffCare Board’s June meeting to discuss billing and operational issues. An update will be given at the JPHSA Board’s August meeting. A discussion followed.
- Office for Citizens with Developmental Disabilities Accountability Plan Monitoring (Nicole Sullivan-Green) – Ms. Rhoden asked Ms. Sullivan-Green to report on the outcome of the audit. Ms. Sullivan-Green stated this is annual audit as part of JPHSA’s contract with LDH and covered the 2nd quarter of FY21. Ms. Sullivan-Green reviewed the audit and stated there were no deficiencies and no recommendations. She answered questions of the Board. The Board congratulated Ms. Sullivan-Green and her staff members on a job well done.
- Legislative Session & SFY22 State Budget – Ms. Rhoden informed the Board the State budget bill, HB1, went before House Appropriations and passed on May 3. She stated the next step is to go before the full House and then to Senate Finance hopefully next week. A discussion followed.

B. JeffCare Board Update – Ms. Ehrle stated she was unable to attend the April 20, 2021 meeting. The next meeting of the Board will be May 18, 2021.

At this time, Mr. Galbraith reported he attended the Behavioral Health Regional Advisory Council meeting on April 20. The RAC reported they are holding an Open Mind’s webinar entitled, Mental Health and Addiction Treatment Following COVID-19: Where Do We Go from Here? This free webinar is open to psychologists, social workers, counselors, therapists, addiction services providers, and other similar professionals who live or work in Jefferson Parish. He stated the RAC invited the JPHSA Board to attend. Mr. Galbraith stated the webinar will take place on May 20, 2021 from 9:00 a.m. – 1:00 p.m. and more information will follow.

Mr. Galbraith reported Mr. Dan Mui, JPHSA Compliance Officer, presented on conflict of interest for the BHRAC. He closed his report by stating the RAC meets quarterly and the next meeting will be held on July 6, 2021.

5. Required Approvals Agenda

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

B. JPHSA Financial Quarterly Report (Jan. – March) – Ms. Dempster reviewed the report presented prior to the meeting and answered questions of the Board. Mr. Arey made a motion to accept the JPHSA 3rd quarter financial report as presented. Mr. Carroll seconded. Passed unanimously.

C. JPHSA Board Financial Quarterly Report (Jan. - March) – Ms. Dempster presented the Board’s budget financial quarterly report for the Board and answered questions. Ms. Redfearn made a motion to accept the JPHSA Board’s 3rd quarter financial report as presented prior to the meeting. Dr. Brooks seconded. Passed unanimously.

6. Monitoring Executive Director Performance

A. Financial Planning & Budgeting Monitoring Report – Mr. Galbraith opened discussion on the Financial Planning & Budgeting policy monitoring report. Mr. Galbraith 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. Mr. Galbraith 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 Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

Mr. Galbraith asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mr. Galbraith asked for a motion to accept the data provided as documentation of compliance with the Financial Planning & Budgeting policy. Mr. Arey made a motion to accept the data provided as documentation of compliance for the Financial Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

B. Financial Condition & Activities Monitoring Report – Mr. Galbraith opened discussion on the Financial Condition & Activities policy monitoring report. Mr. Galbraith 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. Mr. Galbraith 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 Condition & Activities monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

Mr. Galbraith asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Mr. Galbraith asked for a motion to accept the data provided as documentation of compliance with the Financial Condition & Activities policy. Mr. Arey made a motion to accept the data provided as documentation of compliance for the Financial Condition & Activities monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

7. Monitoring Board Performance

A. Board Self-Evaluation – Ms. Ehrle volunteered to complete the Board self-evaluation. Ms. Ehrle asked Ms. Valenti to send her the form.

B. Policy Review – Monitoring Executive Director Performance Policy – Mr. Galbraith opened discussion on the Monitoring Executive Director Performance policy. No changes were made to this policy.

C. Recruitment – Mr. Galbraith stated the Board should be looking for new members and Ms. Valenti reported the open positions on the Board. She 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. Ms. Valenti also reminded the Board that Ms. Carriere-Williams has completed her term and is serving until her position is filled. This position is an Addictive Disorders, Professional position.

D. Annual Retreat Planning – Mr. Galbraith opened discussion regarding the Board's annual retreat for 2021. After some discussion, the Board decided to hold their retreat on Saturday, September 18, 2021. Ms. Redfearn made a motion to change the September meeting date from September 13 to September 18 at 8:00 a.m. prior to the Board retreat. Seconded by Mr. Arey. Passed unanimously.

E. Govern for Impact Virtual Conference – June 17-19, 2021 – Ms. Valenti reported on the conference stating those members interested in attending the conference have been registered and should be receiving an email from Govern for Impact with conference information. A discussion followed. Mr. Galbraith stated the Board should look at the conference schedule at the next meeting to prepare and discuss which workshops they should consider attending.

F. Financial Disclosure Tier 2.1 – 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. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, June 7, 2021, 6:00 p.m. Location to be announced.

9. Adjournment

Mr. Arey made a motion to adjourn the meeting at 6:59 p.m. Mr. Carroll seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson