

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
BOARD MEETING  
Zoom Meeting  
Meeting ID: 820 2496 8419  
Pin: 019754

MINUTES

Monday, June 1, 2020

JPHSA Board Members in Attendance:

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

JPHSA Board Members Absent:

James Arey

Staff in Attendance:

Lisa English Rhoden, Executive 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 6:03 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. Redfearn made a motion to amend the agenda to change the date of the next meeting to August 15, 2020. She asked that the agenda be adopted as amended. Ms. Gardener-Taylor seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Board Education

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

- FY21 Legislative Appropriation Reduction – Ms. Rhoden briefed the Board on the status of the Legislative Session and stated there will be a Special Session. She reported on JPHSA’s budget reduction. A discussion followed.

- COVID-19 Response – Ms. Rhoden reported on the status of JPHSA’s COVID19 response. She stated at this time the majority of staff members are working on-site or at home and service delivery is going well. A discussion followed.

- “Living Room” Model Update – Ms. Rhoden gave a status report on this program and stated construction will start on June 15, 2020. A discussion followed.

- Elmwood Construction Update – Ms. Rhoden stated renovation of the first floor for BHCS is 90% completed and will be finished with furniture delivered by the third week of June.

Ms. Rhoden also reported construction of space for DDCS to start during the month of August. A discussion followed.

- HSIC Board Chairpersons’ Meeting (Thursday, October 15, Baton Rouge) – Ms. Rhoden reminded the Board the HSIC meeting for LGE Chairpersons’ is being held on Thursday, October 15 in Baton Rouge. She stated there has been no change as of now, but if the meeting cannot be held in person it will be conducted through a Zoom meeting.

Ms. Rhoden reported there are no linkage opportunities at this time.

B. JeffCare Board Update – Ms. Ehrle gave a report on the JeffCare Board. She stated she attended the May 19, 2020 JeffCare Board meeting. Highlights from the meeting included a report from Ms. Shaw on services being provided during COVID19 and a review of the two COVID19 grant budgets. Ms. Ehrle stated the Finance Committee and the PQI Committee met prior to the meeting and reports were given to the Board.

In conclusion, she stated the Board will meet again on June 16, 2020.

C. Govern for Impact Virtual Conference Update – June 19-20, 2020 – Ms. Valenti reminded the Board of the conference and stated Ms. Gardener-Taylor will participate.

#### 4. Required Approvals Agenda

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

B. Board Resolution – Grants – Ms. Carriere-Williams asked if the Board had reviewed the Board Resolution and if there were any questions. Hearing none, she asked for a motion to accept the resolution as presented prior to the meeting. Ms. Gardener-Taylor made a motion to approve the Board Resolution granting authority to the Executive Director to apply and/or accept grants not to exceed one million dollars on behalf of JPHSA as presented prior to the meeting. Ms. Ehrle seconded the motion. Passed unanimously.

C. Board Resolution – Contracts – Ms. Carriere-Williams asked if the Board had reviewed the Board Resolution and if there were any questions. Hearing none, she asked for a motion to accept the Resolution as presented prior to the meeting. Mr. Galbraith made a motion to approve the Board Resolution granting authority to the Executive Director to enter into contracts not to exceed five hundred thousand dollars on behalf of JPHSA as presented prior to the meeting. Ms. Redfearn seconded the motion. Passed unanimously.

#### 5. Monitoring Board Performance

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

B. 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 stated she met with Mr. Carroll by telephone to answer questions and go over Board operations. She stated Mr. Carroll is very interesting in participating on the Board. Ms. Gardener-Taylor stated she met with Ms. Brooks as well and she too is interested in becoming a member of the Board.

At this time, Ms. Ehrle made a motion to authorize the Chairperson to send a recommendation letter to the Governor asking for the appointment of Mr. Carroll for a three-year term in the Developmental Disabilities, Advocacy position on the JPHSA Board. Ms. Redfearn seconded the motion. Passed unanimously.

Ms. Ehrle made a motion to authorize the Chairperson to send a recommendation letter to the Parish Council asking for the appointment of Ms. Brooks for a three-year term in the Mental Health, Professional position on the JPHSA Board. Ms. Redfearn seconded the motion. Passed unanimously.

Ms. Carriere-Williams stated she would contact Judge Holmes to discuss Board operations and the Board's Policy Governance process.

C. Annual Retreat Planning – Ms. Carriere-Williams asked Ms. Valenti to update the Board on the information from the consultant for the retreat. Ms. Valenti reported the consultant asked for a survey to be completed by the Chair and Vice-Chair of the Board so she would have information as to the Board's status in the Policy Governance Model. Once she has the results she will put together a proposal for a 3 hour presentation to the Board. Ms. Carriere-Williams stated she spoke to the consultant and Ms. Mogensen mentioned possibly revisiting ownership linkages and how they are working for the Board. A discussion followed. Ms. Rhoden stated the contract with the consultant had to be done for July 1, 2020, since it takes 10 days to process.

## 6. Monitoring CEO Performance

A. Executive Director Emergency Succession Policy Monitoring Report – Ms. Carriere-Williams opened discussion on the Executive Director Emergency Succession monitoring report. Ms. Carriere-Williams asked the Board if they assessed the interpretation of the Executive Director Emergency Succession 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. Ms. Redfearn made a motion to accept the interpretation of the Executive Director Emergency Succession monitoring report as presented prior to the meeting. Seconded by Ms. Ehrle. 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 Executive Director Emergency Succession policy. Mr. Galbraith made a motion to accept the data provided for the Executive Director Emergency Succession monitoring report as presented prior to the meeting. Seconded by Ms. Gardener-Taylor. Passed unanimously.

B. Communication and Support to the Board Policy Monitoring Report – Ms. Carriere-Williams opened discussion on the Communication and Support to the Board monitoring report. Ms. Carriere-Williams asked the Board if they assessed the interpretation of the Communication and Support to the

Board 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. Ms. Ehrle made a motion to accept the interpretation of the Communication and Support to the Board monitoring report as presented prior to the meeting. Seconded by Ms. Baltodano-Dubey. 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 Communication and Support to the Board policy. Ms. Ehrle made a motion to accept the data provided for the Communication and Support to the Board monitoring report as presented prior to the meeting. Seconded by Mr. Galbraith. Passed unanimously.


7. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Saturday, August 15, 2020. The location is to be announced.

8. Adjournment

Ms. Gardener-Taylor made a motion to adjourn the meeting at 6:39 p.m. Ms. Redfearn seconded the motion. Passed unanimously.

  
RASHAIN CARRIERE-WILLIAMS  
Board Chairperson