

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

Monday, June 6, 2022

JPHSA Board Members in Attendance:

James Arey	Alan Carroll	Shawnta Gardener-Taylor
Robin Parker-Brooks	Bruce Galbraith	Alex Redfearn

JPHSA Board Members Absent:

Patricia Ehrle

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director  
Trudy Ingersoll, Accreditation Coordinator, CPS Division  
Tammy Valenti, CAA

Guests in Attendance:

Darrell Renfro, Prospective Board Member

Ms. Gardener-Taylor called the meeting to order at 6:01 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. Dr. Parker-Brooks made a motion to accept the agenda as presented. Mr. Carroll seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages – None.

4. Required Approvals Agenda

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

B. Board Resolution – Grants – Ms. Valenti read a Resolution granting authority to the Executive Director to enter into grants on behalf of JPHSA. Ms. Redfearn made a motion to accept the Resolution as presented authorizing the Executive Director, Rosanna DiChiro Derbes, to enter into grants on behalf of JPHSA. Mr. Galbraith seconded. Passed unanimously.

C. Board Resolution - Contracts – Ms. Valenti read a Resolution granting authority to the Executive Director to enter into contracts. Mr. Arey made a motion to accept the Resolution as presented authorizing the Executive Director, Rosanna DiChiro Derbes, to enter into contracts on behalf of JPHSA. Ms. Redfearn seconded. Passed unanimously.

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## 5. Board Education.

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

- Update on Executive Session – Dr. DiChiro Derbes updated the Board on the EHS and answered questions of the Board. A discussion followed.
- Discussion with Cheryl Wagner, Public Information Director – Ms. Wagner presented a linkage plan to the Board. She reported on why linkages are valuable to the Board and gave examples of opportunities and how to reach individuals in the community. A discussion followed.

B. JeffCare Board Update – Mr. Carroll informed the Board that JeffCare is continually working on the software issues and gave a budget report. He stated the Board would be holding a retreat to review strategic goals for the new fiscal year.

## 6. Monitoring Executive Director Performance

A. Communication & Support of the Board Monitoring Report – Ms. Gardener-Taylor opened discussion on the Communication & Support of the Board 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 Communication & Support of the Board 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. Carroll made a motion to accept the data provided as documentation of compliance for the Communication & Support of the Board monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. Passed unanimously.

B. Executive Director Emergency Succession Monitoring Report – Ms. Gardener-Taylor opened discussion on the Executive Director Emergency Succession 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. Arey made a motion to accept the interpretation as reasonable for the Executive Director Emergency Succession 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. Redfearn made a motion to accept the data provided as documentation of compliance for the Executive Director Emergency Succession monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

## 7. Monitoring Board Performance

A. Board Self-evaluation – Mr. Arey volunteered to complete the Board self-evaluation.

B. Policy Review – Financial Planning & Budgeting – Ms. Gardener-Taylor opened discussion on the Financial Planning & Budgeting policy. There were no changes to this policy.

Treatment of Staff – Ms. Gardener-Taylor opened discussion on the Treatment of Staff policy. There were no changes to this policy.

C. Recruitment – Ms. Gardener-Taylor open discussion regarding Mr. Renfro’s appointment to the Board. Mr. Galbraith made a motion to authorize the Chairperson to send a letter to the Parish Council recommending the appointment of Dr. Renfro to the JPHSA Board in the Addictive Disorders, Professional position. Ms. Gardener-Taylor seconded the motion. Passed unanimously.

Ms. Valenti then reported the open positions on the Board. She stated the Board now has openings in two Addictive Disorders, Professional positions, Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, and a Judiciary position.

D. Annual Retreat planning – Ms. Valenti reminded the Board of their annual retreat on Saturday, August 6. She stated their Board meeting would begin at 8:00 a.m. with the retreat to follow at 9:00 a.m. A discussion followed.

E. Code of Ethics Training – Deadline September 30, 2022 – Ms. Valenti reminded Board members to take the annual Code of Ethics Training on the State website by the deadline. She asked members to send her a copy for her files.

F. Sexual Harassment Training – Deadline October 31, 2022 – Ms. Valenti reminded Board members to take the annual Sexual Harassment Training on the Jefferson Parish website by the deadline. She asked members to send her a copy for her files.

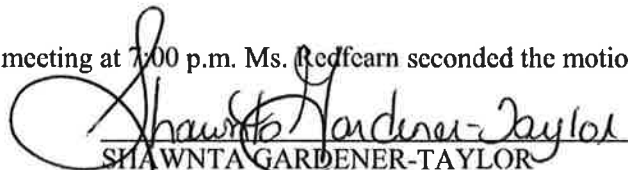
#### 8. Announcements

A. Board Generated Items.  
None.

B. Next Board meeting – The next meeting of the Board is on Saturday, August 6, 2022, 8:00 a.m. at **JPHSA’s East Jefferson Building, 3616 S. I-10 Service Rd., W., 2<sup>nd</sup> Floor Training Room, Metairie, LA 70001.**

#### 9. Adjournment

Mr. Galbraith made a motion to adjourn the meeting at 7:00 p.m. Ms. Redfearn seconded the motion. Passed unanimously.

  
SHAWNTA GARDENER-TAYLOR  
Board Chairperson