

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
Zoom Meeting
Meeting ID: 819 5795 0822

MINUTES

Monday, September 21, 2020

JPHSA Board Members in Attendance:

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

JPHSA Board Members Absent:

None

Staff in Attendance:

Lisa English Rhoden, Executive Director
Liz Riehl, CPS Director
Nicole Sullivan-Green, DDCS Director
Bianca Holcomb, Quality Improvement Specialist
Jon Paul Drouant, IT Support Supervisor
Tammy Valenti, CAA

Guests in Attendance:

Kathy Dwyer, Chairperson, DDRAC

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. Redfearn made a motion to approve the agenda as presented. Mr. Galbraith seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Board Education

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

- COVID-19 Response – Ms. Rhoden reported on the status of JPHSA's COVID19 response. She stated deep cleaning continues on the weekend and regular cleaning every evening. Ms. Rhoden stated as of August 31, JeffCare has begun a safe and gradual reopening plan to address the primary healthcare needs of individuals served. BHCS continues to provide services via telephone and make priority in home visits for youths. DDCS continues providing services via telephone and have reconfigured work areas to provide services in the office while keeping social distancing. A discussion followed.

Ms. Rhoden informed the Board of services provided by JPHSA to Hurricane Laura victims who are displaced and being housed in hotels in New Orleans. She stated LDH contacted her to help meet the need of those displaced in Region One.

- State and Parish Budgets – Ms. Rhoden informed the Board the Legislature called a Special Session that will start on Monday, September 28, 2020 and end on October 27, 2020. She stated there is a long list of items and some of which include the current year budget and the Cares Act funding. A discussion followed.

Ms. Rhoden reported JPHSA’s budget hearing for Jefferson Parish millage funding will be held Wednesday, September 30. She stated there isn’t any concern regarding the millage funds. A discussion followed. Ms. Rhoden answered questions of the Board.

- Trauma Informed Care – Nicole Sullivan-Green – Ms. Rhoden asked Ms. Sullivan-Green to present on Trauma Informed Care. Ms. Sullivan-Green presented a slide presentation and began by stating in 2019, Baptist Community Ministries awarded JPHSA a grant to gain a measure of the integration of trauma-informed care practices at JPHSA. JPHSA was interested in both supporting its existing trauma-informed care practices and expanding the use of trauma-informed care. She stated a training was provided for staff and then asked to do a self-assessment through a survey. The survey focused on interactions with service recipients. The survey gauged current performance and provided insight on improving future performance. Ms. Sullivan-Green reported the next steps will be a Performance and Quality Improvement Initiative. She stated the initiative is to improve JPHSA staff knowledge of the wellness-oriented trauma-specific services that are recognized as evidence-based, evidence-informed, and/or emerging best practices to be pursued. This may happen either as an initiative by the PQI Committee or division-specific initiatives. A discussion followed.

- Performance & Quality Improvement (PQI) – Bianca Holcomb – Ms. Rhoden asked Ms. Holcomb to present on Performance & Quality Improvement. Ms. Holcomb presented the PQI plan and structure including key staff and stating all staff are Ad Hoc Committee members. Ms. Holcomb stated this is a model of change consisting of four phases: Plan, Do, Check and Act. She reviewed the phases for the Board and gave an example of a PQI Committee’s current initiative. Ms. Holcomb state PQI at JPHSA is an ever evolving work-in-progress. It gives the agency a proven process with which to measure and chart our journey towards excellence. A discussion followed.

Ms. Rhoden stated PQI is very important to JPHSA and a hallmark to our accreditation, longevity and sustainability for the agency.

- HSIC Board Chairpersons’ Meeting (Thursday, October 15, Baton Rouge) – Ms. Rhoden reminded the Board of the HSIC meeting for LGE Chairpersons’. She stated it will not be a face-to-face meeting and Board Chairpersons’ will not be asked to present. Ms. Rhoden stated LDH may have a presenter. Ms. Rhoden will keep the Board updated as she receives additional information.

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 August 18, 2020 JeffCare Board meeting. Highlights from the meeting included Finance and PQI Committees reports, 340 B audit results and the purchase of two UV-C room sanitizers. Ms. Ehrle also reported the Board reviewed the Global Ends Statement monitoring report and concluded Ms. Shaw met the interpretation of the policy.

In conclusion, she stated the Board will meet again on September 22, 2020.

C. Policy Governance Training – The Policy Governance training was deferred until the November meeting.

4. Required Approvals Agenda

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

5. Monitoring Board Performance

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

B. Policy Review – Asset Protection Policy – Ms. Carriere-Williams opened discussion on the Asset Protection Policy. No changes were made to this policy.

C. Board Conflict of Interest Form – Ms. Valenti reminded the Board to fill out the disclosure statement and return to her for filing.

D. Nominating Committee Report – Ms. Carriere-Williams reported the Nominating Committee would like to nominate Shawnta Gardener-Taylor to the Chairperson position and Bruce Galbraith to the Vice-Chairperson position. At this time, Ms. Carriere-Williams called for any nominations from the floor. Hearing none, Mr. Arey made a motion to accept the slate of officers as presented. Seconded by Ms. Redfearn. Passed unanimously. Ms. Rhoden informed the new officers Ms. Wagner will be contacting them for quotes to be used in a press release.

E. Recruitment – 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. A discussion followed.

F. Sexual Harassment and Ethics Trainings – Ms. Valenti reminded the Board to complete both trainings prior to December 31, 2020. She asked members to send their certificates to her for filing.

6. Announcements

A. Board Generated Items – Ms. Carriere-Williams stated she will contact Dr. Brooks to set-up a Board orientation.

B. Next Board meeting – The next meeting of the Board is on Monday, November 2, 2020. Location will be announced at a later date. The hope is that an in person meeting will be held at JPHSA East Jefferson Building, 3616 S. I-10 Service Rd., W, Second Floor Board Conference Room. Metairie, LA. 6:00 p.m.

7. Adjournment

Ms. Redfearn made a motion to adjourn the meeting at 6:49p.m. Ms. Gardener-Taylor seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson