

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

MINUTES

MONDAY, APRIL 2, 2018

Authority Board Members in Attendance:

James Arey	Rose Gilbert	Mia Sanders
Rashain Carriere-Williams	Paula LaCour	Sal Scalia
Kevin Centanni	Dede Lyman-Redfearn	Mike Spinato
Bruce Galbraith		

Authority Board Members Absent:

Logan Williamson	Monica Baltodano-Dubey
------------------	------------------------

Staff in Attendance:

Lisa English Rhoden, Executive Director  
Amy Hemphill, COO/CFO  
Liz Steinbeiser Riehl, CPS Director/General Counsel  
Tammy Valenti, CAA

Guest in Attendance:

None.

Ms. Lyman-Redfearn called the meeting to order at 6:04 p.m.

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

Ms. Lyman-Redfearn called for the introduction of guests in attendance. She then asked for a motion to accept the agenda as presented.

Mrs. Gilbert made a motion to adopt the agenda as presented. Seconded by Ms. LaCour. Passed unanimously.

2. Public Comment.

None.

3. Required Approvals Agenda.

A) Monitoring Report – Compensation of Benefits - Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Compensation of Benefits monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Lyman-Redfearn

asked for a motion to accept the interpretation of the policy as reasonable. Mr. Spinato made a motion accept the interpretation of the Compensation of Benefits monitoring report as presented prior to the meeting. Seconded by Mr. Centanni. Passed unanimously.

Ms. Lyman-Redfearn 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. Lyman-Redfearn asked for a motion to accept the data provided as documentation of compliance with the Compensation of Benefits policy. Mr. Arey made a motion accept the data provided for the Compensation of Benefits monitoring report as presented prior to the meeting. Seconded by Mrs. Gilbert. Passed unanimously.

4. Approval of Minutes.

Mr. Scalia made a motion to accept the minutes as presented. Seconded by Ms. LaCour. Passed unanimously.

5. Board Generated Agenda.

A) Board Self-evaluation – Ms. Lyman-Redfearn asked Mrs. Gilbert to give a report on the self-evaluation form filled out at the last meeting. Mrs. Gilbert stated the evaluation noted a lot of time spent on the review of policies, but felt it was necessary and produced good input. The evaluation also stated there were internal pre-occupation on administrative functions. She stated the self-evaluation form suggested the Board work on time management when reviewing policies. A discussion followed.

Ms. Lyman-Redfearn asked if someone would volunteer to fill out the Board self-evaluation form for this meeting. Mr. Scalia stated he would complete the self-evaluation form. Ms. Lyman-Redfearn thanked Mr. Scalia.

B) Executive Director Update – Ms. Rhoden reported as follows:

- FY 19 Budget – Ms. Rhoden handed out and reviewed the proposed adjustments to the FY2019 Executive Budget and JPHSA's impact statements. A discussion followed.
- Act 73 Compliance – Ms. Rhoden stated she attended a meeting regarding the compliance of Act 73 by the Local Governing Entities. She reported board composition and compliance was a concern. A discussion followed.

Ms. Rhoden then handed out and reviewed a concept paper on JPHSA's Centralize Care Coordination. She reported Baptist Community Ministries would feature this program in their annual report. A discussion followed.

Ms. Rhoden announced the following linkage opportunities:

The 14<sup>th</sup> Annual Autism Awareness Festival will be held Saturday, April 21 from 10 a.m. to 2 p.m. at First Baptist Church, 5290 Canal Boulevard, New Orleans. Contact Nicole Sullivan-Green at 444-4241 for more information.

Behavioral Health Task Force will meet from 11 a.m. – 1 p.m. on Tuesday, May 8, at the Coroner's Office, 2018 8<sup>th</sup> Street, Harvey. Lunch is provided. Contact Rosanna DiChiro at 235-1122 for more information.

C) Policy Review – Cost of Governance – Ms. Lyman-Redfearn opened discussion regarding the Cost of Governance policy. A discussion followed. Mr. Centanni made a motion to accept the Cost of Governance policy with modifications as presented. Seconded by Mr. Arey. Passed unanimously.

Committee Principals – Ms. Lyman-Redfearn asked Ms. Riehl to present suggested changes to the Committee Principals policy. A discussion followed and Ms. Riehl answered questions of the Board. The Committee Principals policy was deferred to the next meeting for approval. Ms. Lyman-Redfearn thanked Ms. Riehl for her presentation.

D) Annual Retreat Planning Update – Retreat June 9, 2018 – Ms. Lyman- Redfearn reminded the Board the annual retreat will be held on June 9, 2018. Ms. Rhoden stated she spoke to the consultant for the Policy Governance training and should receive his proposal this week.

E) Board Resolution – Ms. Lyman-Redfearn stated a Board Resolution is needed to give the Executive Director the authority to report to the State as requested and to meet a legislative mandate for the Board to send an annual report to the Legislature. A discussion followed. Ms. Lyman-Redfearn read the resolution. Mr. Centanni made a motion to pass the resolution as read. Seconded by Mrs. Gilbert. Passed unanimously.

F) Financial Disclosure for 2017 – Due May 15, 2018 – Ms. Valenti reminded the Board to send their Financial Disclosure to the State Board of Ethics prior to May 15, 2018.

G) Recruitment – Ms. Valenti stated Ms. Sanders was appointed to the JPHSA Board at the Parish Council's meeting on March 7, 2018. Ms. Lyman-Redfearn welcomed Ms. Sanders to the Board.

At this time, Mr. Centanni stated he will be resigning from the Board, but will remain in his position until a new member is appointed. Mr. Centanni reported he was elected as the President of the State Association of Justice of the Peace and Constables, which represents 750 elected officials. He stated due to the demands of this position he would not be available to devote the time needed to this Board.

Ms. LaCour stated she has a possible candidate to fill the Finance/Accounting position. A discussion followed. Ms. LaCour asked Ms. Valenti for an application.

Ms. Lyman-Redfearn stated she also has a prospective member who has the qualifications for the Finance/Accounting position.

H) Board Linkage Update – Included in Ms. Rhoden's hand out earlier in the meeting was possible linkage opportunities for the Board.

Ms. Lyman-Redfearn reminded the Board of a linkage opportunity on April 19, 2018 at the Human Services Interagency Council meeting in Baton Rouge. She asked Board members to

contact Ms. Rhoden know if they will be attending.

Mr. Arey stated he attended the Behavioral Health Task Force meeting at the Coroner's Office on March 13, 2018.

Mrs. Gilbert stated she attended the Families Helping Families Open House on March 27, 2018. She reported meeting with FHF staff and community leaders sharing information regarding JPHSA services. Mrs. Gilbert also reported the State is sponsoring statewide meetings on a tiered waiver system delivery for developmental disabilities. The meeting in East Jefferson will be held on April 3 from 5:00p – 6:30p.m. at East Jefferson Regional Library.

6. Announcements.

A) Board Generated Items – Ms. Lyman-Redfearn asked the Board if they would be interested in holding the August or September meeting at the Elmwood Facility. A discussion followed. The Board stated they would hold their August 6 meeting at the Elmwood Facility and tour the building at that time.

B) Next Board meeting – The next meeting will be held on **Monday, May 7, 2018 at 6:00 p.m., JPHSA East Jefferson Facility, 3616 S. I-10 Service Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

6. Adjournment.

The Board meeting was adjourned at 8:32 p.m. by a motion made by Ms. LaCour. Seconded by Mr. Scalia. Passed unanimously.



DEDE LYMAN-REDFEARN, JPHSA Chairperson