

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

MINUTES

MONDAY, February 4, 2013

Authority Board Members in Attendance:

Quin Bates	Terry Hardouin	LaCresiea Olivier	Mike Spinato
Olga Bogran	Paula LaCour	Dede Lyman-Redfearn	
Bob Bradley	Al Majeau	Rafael Saddy	

Authority Board Members Absent:

Logan Williamson

Staff in Attendance:

Lisa English Rhoden, Executive Director
Tammy Valenti, CAA
Julie Shaw, Director of Adult Services
Gwen Doherty, Director of Management Services
Teresa Jenkinson, COO/CFO

Guest in Attendance:

None.

The meeting was called to order by Mr. Majeau at 6:04 p.m.

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

Mr. Bradley made a motion to accept the agenda. Mr. Saddy seconded the motion.
Passed unanimously.

2. Public Comment. None.

3. Approval of Minutes.

Ms. Olivier made a motion to accept the minutes as presented prior to the meeting.
Seconded by Ms. LaCour. Passed unanimously.

4. Required Approvals Agenda.

A) Treatment of Consumers – Mr. Majeau asked if Board members had any questions regarding the Treatment of Consumers Monitoring Report presented to the Board prior to the meeting. There were no questions. A motion was made by Mr. Bradley to accept the Treatment of Consumers Monitoring Report as presented prior to the meeting. Seconded by Ms. Bogran.

Passed unanimously.

Treatment of Staff - Mr. Majeau asked if Board members had any questions regarding the Treatment of Staff Monitoring Report presented to the Board prior to the meeting. There were no questions. A motion was made by Ms. Bogan to accept the Treatment of Staff Monitoring Report as presented prior to the meeting. Seconded by Ms. Olivier. Passed unanimously.

B) Financial Quarterly Report (Oct. – Dec.) – Ms. Jenkinson gave an overview of the budget/actuals by funding sources to the Board. A discussion followed.

A motion was made by Mr. Hardouin to accept the financial quarterly report as presented prior to the meeting. Seconded by Ms. LaCour. Passed unanimously.

5. Board Generated Agenda.

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

- Clinical Advisor and Billing Update – Ms. Doherty updated the Board on Clinical Advisor and billing status through Magellan.
- Integrated Care and FQHC Application Update – Ms. Shaw reported JPHSA is currently providing primary care services at the West bank facility. She stated the FQHC application window opened and JPHSA will file an application by the first part of April. Ms. Shaw informed the Board the FQHC Board will meet for an orientation tomorrow night at JPHSA’s East bank facility.
- East Bank Facility Lease/Purchase Update – Ms. Jenkinson stated the target date for JPHSA to purchase the East bank facility is April 15. A discussion followed.
- DHH Accountability Implementation Plan (AIP) – Ms. Rhoden stated the AIP is much more extensive than the Memorandum of Understanding (MOU) that we have already signed. The AIP has over 60 performance reporting measures and specifies DHH’s responsibilities and the Local Governing Entities (LGE) responsibilities. A discussion followed.
- Community Development Block Grant Application (CDBG) – Ms. Rhoden reported JPHSA has applied for available dollars through CDBG to update and renovate the West bank facility.
- FY 13-14 Budget Process – Ms. Rhoden updated the Board on the current status of the FY13-14 budget. A discussion followed.
- Infant Team Update – Ms. Rhoden informed the Board that the Office of Child & Family Services (DCFS) decided to move the Infant Team out of our West bank facility and house the Team in New Orleans. The Infant Team will continue to serve Jefferson

residents and DCFS stated they will provide transportation. At the end of this fiscal year DCFS will contract directly with Tulane University for these services, not JPHSA. A discussion followed.

B) Board Resolution – FQHC Application – Ms. Valenti asked the Board to pass a Board Resolution giving authority to Ms. Julie Shaw to apply for FQHC status on behalf of JPHSA. Ms. Valenti presented the Board Resolution. A motion was made by Ms. Olivier to pass the Board Resolution Ms. Valenti presented. Seconded by Ms. LaCour. Passed unanimously.

C) Policy Review – Attendance Policy – Ms. Bogran opened discussion regarding the Attendance Policy and asked Board members for their comments and suggested language change. A discussion followed. Ms. Bogran will make minor changes to this policy and will bring it back to the Board for final approval at the next Board meeting.

D) Board Linkage Update – Mr. Bates reported on linkages he had during the last month. Mr. Quin attended a CASA meeting where he provided information regarding JPHSA services and also attended a Jefferson Parish Alliance for Concerned Citizens meeting where he provided contact information to individuals in need of JPHSA services.

E) Board Recruitment – Ms. Valenti stated the Board still has a position available:

- Addictive Disorders, representing parents, consumers or advocacy groups position.

Ms. Olivier stated she has handed out one application and is waiting for the application to be returned. Ms. LaCour stated she handed out one application, but the applicant would not be able to participate at this time.

F) Executive Session – Personnel Issue – A motion was made by Ms. Bogran to enter executive session to discuss a personnel issue at 7:24 p.m. Seconded by Ms. Olivier. Passed unanimously. The Board entered into regular session at 7:56 p.m.

A motion was made by Ms. Bogran to authorize the Board Chair, Al Majeau, to meet with the Executive Director to discuss her annual performance evaluation, Exhibit B of her contract. Seconded by Mr. Hardouin. Passed unanimously.

6. Announcements.

A) Board Generated Items – None.

B) Next Board meeting –The next meeting will be held on **Monday, March 4, 2013**, 6p.m., at the JPHSA Office at 3616 S I-10 Service Road W, Metairie, LA 70001.

C) JPHSA Public Forum – March 12, 2013, 6:00 p.m. – 8:00 p.m., Jefferson Parish School System, 501 Manhattan Blvd., First Floor Auditorium, Harvey, LA.

7. Adjournment.

The Board meeting was adjourned at 7:59 p.m. by a motion made by Ms. Bogran.
Seconded by Ms. Olivier. Passed unanimously.


AL MAJEAU
JPHSA Chairperson