

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, JANUARY 8, 2018

Authority Board Members in Attendance:

James Arey	Bruce Galbraith	Sal Scalia
Rashain Carriere-Williams	Paula LaCour	Mike Spinato
Rose Gilbert	Dede Lyman-Redfearn	Logan Williamson

Authority Board Members Absent:

Monica Baltodano-Dubey	Kevin Centanni
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Staff in Attendance:

Lisa English Rhoden, Executive Director
Amy Hemphill, COO/CFO
Tammy Valenti, CAA

Guest in Attendance:

Mia Kacmarcik Sanders, Prospective Board Member

The meeting was called to order by Ms. Lyman-Redfearn at 6:02 p.m.

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

Ms. Lyman-Redfearn called for the introduction of guests in attendance. Ms. Mia Sanders introduced herself and stated she was a prospective Board member and had sent in her application and resume to Ms. Valenti to forward to the Board. Ms. Lyman-Redfearn thanked her for coming. She then asked for a motion to accept the agenda as presented.

A motion was made by Ms. Carriere-Williams to adopt the agenda as presented.
Seconded by Mr. Spinato. Passed unanimously.

2. Public Comment.

None.

3. Approval of Minutes.

A motion was made by Mrs. Gilbert to accept the minutes as amended by Ms. Lyman-Redfearn. Seconded by Ms. LaCour. Passed unanimously.

4. Required Approvals Agenda.

A) Financial Condition & Activities Monitoring Report – External – Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Financial Condition & Activities 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. A motion was made by Mr. Williamson to accept the interpretation of the Financial Condition & Activities monitoring report as presented prior to the meeting. Seconded by Ms. LaCour. Passed unanimously.

Ms. Lyman-Redfearn asked the Board if they felt that 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 policy. A motion was made by Mrs. Gilbert to accept the data provided for the Financial Condition & Activities monitoring report as presented prior to the meeting. Seconded by Ms. Carrere-Williams. Passed unanimously.

5. Board Generated Agenda.

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

- FY19 State Budget Prognosis – Ms. Rhoden reported to the Board on what the State is doing regarding the budget at this time and what it means to JPHSA. A discussion followed.
- State General Fund 9% Set Aside – Ms. Rhoden reported on the State General Fund set aside for developmental disabilities. She stated the funds are for individual and family support and flexible family funds. A discussion followed. Ms. Rhoden reported the Developmental Disabilities Council will be meeting on January 17, 2018.
- Elected Official Visits: Parish President Yenni and Representative Stephanie Hilferty – Ms. Rhoden reported she visited President Yenni and his staff along with Ms. Lyman-Redfearn to update them on the status of JPHSA, new grant opportunities and services provided. She stated the meeting was very productive and President Yenni stated he is willing to help this agency in any way he can. A discussion followed.

Ms. Rhoden then reported on her meeting with Rep. Hilferty. She stated this too was a very productive meeting. Rep. Hilferty is on a Sub-committee of the Joint Legislative Committee on the Budget looking at all statutory dedicated funding.

- JPHSA Facebook Live! (<https://www.facebook.com/JPHSA>) – Ms. Rhoden reported on JPHSA's Facebook page and answered questions of the Board. A discussion followed.

Ms. Rhoden announced the following linkage opportunities:

Behavioral Health Task Force will meet from 11 a.m. – 1 p.m. on Tuesday, January 9, at the Coroner's Office, 2018 8th Street, Harvey. Lunch is provided. Contact Rosanna DiChiro at 235-1122 for more information.

St. Michael Special School Resource Fair, 11:30 a.m. – 2:30 p.m., Thursday, January 11, at

1522 Chippewa Street, New Orleans.

The Louisiana Developmental Disabilities Council will meet on Wednesday, January 17 in Baton Rouge. The JPHSA participants will leave at 10:15 a.m. Contact Lisa English Rhoden at 473-7711 if you plan to attend.

B) Policy Review – Vice-Chairperson’s Role – Ms. Lyman-Redfearn opened discussion regarding the Vice-Chairperson’s Role policy. A discussion followed. There were no changes to this policy.

Board Members’ Code of Conduct – Ms. Lyman-Redfearn opened discussion regarding the Board Members’ Code of Conduct policy. A discussion followed. This policy was tabled and will be reviewed at a future meeting.

Board Committee Principals – Ms. Lyman-Redfearn opened discussion regarding the Board Committee Principals policy. A discussion followed. This policy was tabled and will be reviewed at a future meeting.

C) Board Orientation – Ms. Lyman-Redfearn stated the Workgroup has met and has the first section of the power point finished. The Workgroup’s next meeting will be held on January 16, 2018 at 9:00 a.m. to begin working on the governance section of the power point. A discussion followed. Mr. Williamson stated he will meet with Mr. Arey to go over the first section of the power point.

D) JeffCare Update – Rashain Carriere-Williams stated one of their Board members resigned and they are now recruiting for a new member. A discussion followed.

E) IPGA Conference – Ms. Lyman- Redfearn reported the IPGA Conference registration is open and Ms. Valenti will be registering Mrs. Gilbert and Ms. Carriere-Williams to attend.

F) Policy Governance Consultation Training – Ms. Lyman-Redfearn reported she has asked for a proposal from the Governance Coach Consulting Agency regarding an advanced training for the Board’s retreat in 2018. She reported the focus will be on monitoring and linkages. A discussion followed. Ms. Lyman-Redfearn stated the Board retreat is tentatively set for Saturday, June 9, 2018.

G) Board Training
a. Ethics Training Certificates – Ms. Lyman-Redfearn reminded members to complete the ethics training and send their certificates to Ms. Valenti so she can forward them to the Parish.
b. Sexual Harassment Training – Ms. Valenti reminded the Board this training is mandatory in 2018.

H) Recruitment – Ms. Valenti stated there is only one position open at this time. The individual must be a professional in either Addictive Disorders or Developmental Disabilities. A discussion followed.

Ms. Lyman-Redfearn asked Ms. Sanders to share her background and her interest in JPHSA for the Board. A discussion followed. Ms. Lyman-Redfearn stated she will meet with Ms. Sanders to further discuss Board operations.

I) Board Self-evaluation – Ms. Lyman-Redfearn asked for a volunteer to fill out the Board self-evaluation for the meeting. Mr. Spinato stated he would complete the self-evaluation form. Ms. Lyman-Redfearn thanked Mr. Spinato. Mrs. Gilbert reported on the evaluations from November and December 2017 and gave them to Ms. Valenti to file.

J) Board Linkage Update – Ms. Rhoden handed out several linkage opportunities for the Board earlier in the meeting.

Ms. Lyman-Redfearn stated she attended a meeting with JPHSA and Jefferson Parish President Yenni and some of his key staff to discuss potential new programs and initiatives of JPHSA. Ms. Lyman-Redfearn stated the meeting was very positive and the Parish is extremely supportive of JPHSA.

Ms. LaCour reported on an upcoming linkage. She stated there will be an informational fair at St. Michael's Special School on January 11, 2018. Ms. LaCour contacted Nicole Green and invited JPHSA to have a table at the fair.

6. Announcements.

A) Board Generated Items – None.

B) Next Board meeting – The next meeting will be held on **Monday, February 5, 2018 at 6:00 p.m., JPHSA East Jefferson Facility, 3616 S. I-10 Service Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

7. Adjournment.

The Board meeting was adjourned at 7:25 p.m. by a motion made by Mrs. Gilbert. Seconded by Mr. Scalia. Passed unanimously.



DEDE LYMAN-REDFEARN, JPHSA Chairperson