

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

SATURDAY, June 9, 2018

Authority Board Members in Attendance:

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

Authority Board Members Absent:

Kevin Centanni

Staff in Attendance:

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

Guest in Attendance:

None.

Ms. Lyman-Redfearn called the meeting to order at 8:02 a.m.

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

Ms. Lyman-Redfearn asked for a motion to accept the agenda as presented.

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

2. Public Comment.  
None.

3. Required Approvals Agenda.

A) Monitoring Report – Communication & Support - Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Communication & Support 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. Mrs. Gilbert made a motion to accept the interpretation of the Communication & Support monitoring report as presented prior to the meeting. Seconded by Mr. Arey. 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 Communication & Support policy. Ms. LaCour made a motion to accept the data provided for the Communication & Support monitoring report as presented prior to the meeting. Seconded by Mr. Spinato. Passed unanimously.

Monitoring Report – Emergency Executive Director Succession – Ms. Lyman-Redfearn asked the Board if they assessed the interpretation of the Emergency Executive Director Succession 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. Mrs. Gilbert made a motion to accept the interpretation of the Emergency Executive Director Succession monitoring report as presented prior to the meeting. Seconded by Ms. LaCour. 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 Emergency Executive Director Succession policy. Mr. Galbraith made a motion to accept the data provided for the Emergency Executive Director Succession monitoring report as presented prior to the meeting. Seconded by Ms. LaCour. Passed unanimously.

#### 4. Approval of Minutes.

Ms. Carriere-Williams made a motion to modify the minutes presented to include the two guests in attendance at the May meeting. Seconded by Mrs. Gilbert. Passed unanimously. Ms. Carriere-Williams made a motion to approve the minutes as amended. Seconded by Ms. LaCour. Passed unanimously.

#### 5. Board Generated Agenda.

A) Board Self-evaluation – Ms. Lyman-Redfearn asked for the April meeting self-evaluation report. Mrs. Gilbert stated she did not get the self-evaluation in April. Mr. Scalia stated he did the self-evaluation and could report. He stated the April meeting was on point, but every once and awhile the discussions carry on too long. Mr. Scalia stated Board members sometimes discuss their own opinions and depart from the topic. A discussion followed. Mrs. Gilbert stated she did not have the May self-evaluation and had contacted Mr. Centanni to obtain a copy.

Ms. Lyman-Redfearn asked if a Board member would fill out the Board self-evaluation form for this meeting. Mr. Galbraith stated he would complete the self-evaluation form. Ms. Lyman-Redfearn thanked Mr. Galbraith.

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

- HUD Housing Grants – Ms. Rhoden updated the Board on the HUD Housing Grants stating JPHSA is not getting the appropriate technical assistance from Unity and communication is poor. She reported there are problems at the national level and at the local level with Unity not

is poor. She reported there are problems at the national level and at the local level with Unity not staying on top of the program. Ms. Rhoden stated she met with Unity regarding the issues and plans to meet again. A discussion followed.

- Senator Bill Cassidy Opioid Roundtable – Ms. Rhoden reported Dr. Hauth and Dr. DiChiro attended the opioid roundtable along with forty individuals from around the metropolitan area. Ms. Rhoden stated Sen. Cassidy wanted data to take back to Washington, D.C. to use in developing legislation. A discussion followed.

- FY19 State Budget – Ms. Rhoden reported the Governor called a Third Extraordinary Session of the Legislature. It will begin on June 18 and close on June 27, 2018. A discussion followed. Ms. Rhoden stated JPHSA's budget would be determined once the Legislature passes HB 1.

- All Staff Meeting, 8 a.m. June 26, East Jefferson General Hospital – Ms. Rhoden informed the Board of the All Staff meeting. Mrs. Gilbert stated she would attend.

Ms. Rhoden announced the following linkage opportunity:

Louisiana State Prison at Angola, Job Fair, Tuesday, June 12, 9 a.m. – 3 p.m. 17544 Tunica Trace, Angola. (JPHSA participation to cover full scope of services at the request of the Assistant Warden). Please let Tammy Valenti or Lisa English Rhoden know if you would like to attend. Staff will be leaving the East Jefferson Building at 6:45 a.m.

C) Board Resolution – Executive Director Performance Evaluation – Ms. Lyman-Redfearn reminded the Board of an earlier discussion on the Executive Director's performance. She stated this Board Resolution gives the Executive Director a four percent increase. A discussion followed. Mr. Spinato made a motion to approve the Board Resolution granting the Executive Director a four percent increase based on the market adjustments for classified civil servants. Seconded by Mr. Arey. Passed unanimously.

D) Board Resolution - Grants – Ms. Carriere-Williams made a motion for a Board Resolution authorizing the Executive Director to apply and/or accept grants not to exceed \$1,000,000.00, on behalf of JPHSA effective July 1, 2018 through June 30, 2019. Seconded by Mrs. Gilbert. Passed unanimously.

E) Board Resolution - Contracts – Mr. Arey made a motion for a Board Resolution authorizing the Executive Director to enter into contracts not to exceed \$500,000.00, on behalf of JPHSA effective July 1, 2018 through June 30, 2019. Seconded by Ms. Baltodano-Dubey. Passed unanimously.

F) Recruitment – Ms. Lyman-Redfearn stated Ms. LaCour's term will expire this month and thanked her for her service and dedication to JPHSA.

Ms. Lyman-Redfearn reported the Board has two prospective applicants for the Finance/Accounting position. She asked Board members who met with each of the applicants to give feedback on their meetings.

Mr. Spinato stated he and Ms. LaCour met with Ms. Ehrle. Mr. Spinato reported Ms. Ehrle has an impressive resume and has hands on budgeting experience for non-profits. He stated Ms. Ehrle has a son with disabilities. A discussion followed.

Mr. Williamson reported he met with Ms. Hoffman and stated she is very passionate regarding the disabilities we serve and has experience in accounting for non-profits and for-profit entities. A discussion followed.

At this time, the Board had discussion regarding the two applicants and determining whether to make a recommendation at this time. After discussion, Mr. Spinato made a motion to vote on a recommendation to the Parish Council for the Finance/Accounting position. Seconded by Mrs. Gilbert. Four yeas, seven nays. Motion is defeated.

G) Board Linkage Update – Included in Ms. Rhoden’s handout earlier in the meeting was a possible linkage opportunity for the Board.

Ms. Lyman-Redfearn reported she attended the Jefferson Chamber Government Committee meeting and discussed a Job Fair at Angola with another attendee. She stated she referred him to Ms. Rhoden for further discussion.

She also stated she attended the Louisiana Compulsive Gambling training and networked with individuals providing them with information regarding JPHSA’s services and supports.

6. Announcements.

A) Board Generated Items – None.

B) Next Board meeting – **Monday, August 6, 2018** is the next meeting of the Board. It will be held at **JPHSA’s Elmwood Facility, 1500 River Oaks Road, W., JPHSA Conference Room, Jefferson, LA 70123 at 6:00 p.m.**

7. Adjournment.

The Board meeting was adjourned at 8:54 a.m. by a motion made by Ms. Carriere-Williams. Seconded by Ms. Sanders. Passed unanimously.

  
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DEDE LYMAN-REDFEARN, JPHSA Chairperson