

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

MINUTES

MONDAY, October 3, 2016

Authority Board Members in Attendance:

Monica Baltodano-Dubey	Paula LaCour	Marianne Terrebonne
Bob Bradley	Dede Lyman-Redfearn	
Rose Gilbert	Mike Spinato	

Authority Board Members Absent:

Kevin Centanni Rashain Carriere-Williams Logan Williamson

Staff in Attendance:

Lisa English Rhoden, Executive Director
Beverly Devall, COO/CFO
Nicole Sullivan-Green, Director, DDCS
Tammy Valenti, CAA

Guest in Attendance:

Bonnie Naquin, Auditor, Pinell & Martinez, LLC

The meeting was called to order by Ms. Lyman-Redfearn at 6:00 p.m.

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

A motion was made by Mr. Bradley to adopt the agenda as presented. Seconded by Ms. LaCour. Passed unanimously.

2. Public Comment.
None.

3. Approval of Minutes.

A motion was made by Ms. Terrebonne to accept the minutes as presented prior to the meeting. Seconded by Mrs. Gilbert. Passed unanimously.

4. Audit Report.

Ms. Lyman-Redfearn asked Ms. Naquin to begin her presentation of the JPHSA financial audit. Ms. Naquin stated the financial statement for JPHSA was fairly submitted and there were no findings. She went on to report to the Board on patient services, internal controls, compliance, etc. and stated everything was appropriately handled and approved. Ms. Naquin answered questions of the Board. A discussion followed. She offered her services to the board if

they had further questions after the meeting. Ms. Lyman-Redfearn thanked Ms. Naquin for her report.

5. Board Generated Agenda.

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

- Universal Design – Ms. Rhoden asked Ms. Sullivan-Green to give a presentation on Universal Design to the Board. Ms. Sullivan-Green stated Universal Design emphasizes full access to buildings, services, and supports for the individuals we serve. This makes things easier, safer, and more convenient for all. Ms. Sullivan-Green also said, it comes from an accessible design, but takes the concept further to include dignity of risk. Dignity of risk is the right to take risks when engaging in life experiences and the right to fail in taking these risks. It helps individuals find balance in what they want their life to look like. Ms. Sullivan-Green stated JPHSA includes Universal Design in our everyday interaction with those who come for services by treating the individual as a whole person and not looking at the disability they may have. Ms. Sullivan-Green reported all of JPHSA staff is trained in Universal Design on an annual basis. She stated it is part of our Relias Learning Program. A discussion followed.

- Request for Services Registry Screening Project – Ms. Rhoden reported the Office of Citizens with Developmental Disabilities (OCDD) advocated for funding to assess individuals in need of the New Opportunities Wavier. Ms. Rhoden stated there are 1,157 individuals in Jefferson on the waiting list that will have to be screened by June 30, 2017. She reported JPHSA will contract and train four contractors to administer the screening. A discussion followed.

- 1500 River Oaks West Update – Ms. Rhoden updated the Board stating the act of sale on the building is complete and renovations have begun. Ms. Rhoden gave a first floor budget and stated the JeffCare area will be done at a later date since that area will require a request for proposals for a contracting company to complete the health center. Ms. Rhoden stated Mr. Harris, facility manager, has been working with Ms. Sullivan-Green to complete the initial design for the developmental disabilities area. Designs are also being developed for the Behavioral Health Community Services Division. A discussion followed.

- Community Dialogues – Ms. Rhoden stated there will be a series of three community dialogues (mental illness, addictive disorders, and developmental disabilities). The dates for the dialogues are as follows: Mental Health, March 7th, at the West Jefferson Regional Library facilitated by Mr. Williamson, Addictive Disorders, March 14th, at the West Jefferson Regional Library facilitated by Mr. Centanni and Developmental Disabilities, March 21st, at the East Jefferson Regional Library facilitated by Ms. LaCour. Ms. Rhoden stated the experts will be Ms. Sylvia Pearson Chagnard for mental health, Mr. Mike Martyn for addictive disorders and Ms. Sandee Winchell for developmental disabilities. A discussion followed.

- JPHSA/JeffCare HRSA Funding Awards – Ms. Rhoden reported JPHSA applied for additional grants during the first quarter. The grants are as follows: The patient centered medical home supplemental grant fund which will enable us to hire a contractor that has worked with us before to move forward with the JeffCare program; the Quality of Improvement Fund that was just awarded to us for the good work we are already doing and will enable us to focus on

particular areas of healthcare that we have performance and quality improvement initiatives already in place; the next grant award will enable us to get patient centered medical home designation by helping us have a high level analytical system tied to our electronic health record. Lastly, Ms. Rhoden reported JPHSA received a grant from Baptist Community Ministries for a Centralized Care Coordination Grant. A discussion followed.

B) Policy Review – Board Job Description – Ms. Lyman-Redfearn opened discussion regarding the Board Job Description Policy. There were no changes to this policy.

Agenda Planning – Ms. Lyman-Redfearn opened discussion regarding the Agenda Planning Policy. There were no changes to this policy.

C) Annual Retreat – Ms. Lyman-Redfearn reminded the Board their retreat will be held on Saturday, November 5, 2016 at 9:30 a.m. Ms. Lyman-Redfearn opened discussion regarding the November Board meeting being held before the retreat instead of on Monday, November 7, 2016. A motion was made by Mrs. Gilbert to change the November 7th Board meeting to Saturday, November 5th at 8:00 a.m. prior to the Board retreat. Seconded by Ms. LaCour. Passed unanimously.

D) JeffCare Update – Ms. Rhoden stated effective today JeffCare has its own salary and benefits package with five employees. A discussion followed.

E) Board Linkage Update – Ms. LaCour reminded the Board of an upcoming Board linkage. She stated the Annual Buddy Walk will be held at Zephyr Field on Airline Dr. on Saturday, October 29, 2016 at 11:00 a.m. Mrs. Gilbert stated she attended the annual 5K and fun run against bullying on Saturday, October 1, 2016. She stated over 200 individuals participated.

F) 2017 Yearly Agenda Planning – Ms. Valenti asked for a volunteer to prepare the draft 2017 Yearly Agenda for presentation at the December meeting. Mrs. Gilbert stated she would work with Ms. Valenti in developing the 2017 Yearly Agenda.

6. Announcements.

A) Board Generated Items – Mrs. Gilbert asked the Board for information regarding Ms. Connell, a prospective DD RAC member, since she was not present at the last meeting. A discussion followed.

B) Next Board meeting – The next meeting will be held on Saturday, **November 5, 2016, 8 a.m., JPHSA East Bank Facility, 3616 S. I-10 S. Road, W., JPHSA Board Conference Room, Metairie, LA 70001.**

7. Adjournment.

The Board meeting was adjourned at 8:00 p.m. by a motion made by Mr. Spinato. Seconded by Mrs. Gilbert. Passed unanimously.



DEDE LYMAN-REDFEARN, JPHSA Chairperson