**NORTHEAST DELTA HUMAN SERVICES AUTHORITY (NEDHSA)**

**Minutes June 09, 2015**

**Ouachita Parish Health Unit – Community Room**

**Desiard Street, Monroe, LA 71202**

**5:30PM**

**Call to Order**Meeting was called to order and a quorum was met. Prayer was led by James Mobley.

**Adopt Agenda***:* AMotion was made by James Mobley and seconded by Lorraine Reed to approve /accept the Agenda. Motion was passed unanimously.

**Adopt Minutes of May 12:**AMotion was made by Kathy Waxman and seconded by Lorraine Reed to accept May Minutes as presented. Motion was passed unanimously.

**Board Members present:**

Dr. E. H. Baker, Thelma Merrells, Lorraine Reed, Mike Shipp, James Mobley, Lekeisha Powell, Melba Sandifer,  Terri Spence, Alisa Lear and Kathy Waxman.

**Absent Board Members:** Lenard Chuck Halley, Joyce Brazzel and Charlie Trimble.

**Ownership Linkage-Recognition of Guests**: Laura Nettles from Families Helping Families.

**Northeast Delta HSA staff members**: Dr. Monteic Sizer and Delores Harris

**BOARD EDUCATION/ ENDS Items for DISCUSSION-**

**Upcoming Events/Community Action:** Volunteers of America of North Louisiana is providing services to veterans with a mobile unit. The unit will travel to their place residence and assess them for mental health services. A psychiatric evaluation is performed and their vital signs are also checked by the nurse and a case manager is available to process the assessment. The case manager will then refer the Veteran to Northeast Delta Human Services for wrap around services.

The Arts with Passion presents The Mountaintop at the Monroe Civic Center Theatre on Saturday, June 13, 2015 at 6:30 pm. The doors open at 6:00 pm.

**Changes in Programming/ Resources due to Consumer Need/ Financial Restrictions:**

***None noted this month***

**GOVERNANCE PROCESS/EXECUTIVE LIMITATIONS for DECISIONS –**

**ED – Report Submitted 06/03/15 -** A Motion was made by Michael Shipp and seconded by E H Baker to accept the ED report as submitted.

**Financial Condition and Activities** – A Motion was made by Kathy Waxman and seconded by Mike Shipp to accept the ED report as documentation that this Executive Limit *(With respect to actual, ongoing financial condition and activities, the ED shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in ENDS policies)* has not been exceeded. Motion was passed unanimously.

**Compensation & Benefits to Employees –** Dr. Sizer confirmed that he has ensured NEDHSA comply with all applicable Louisiana State Civil Service Provisions for employment, compensation and benefits. *(With respect to employment, compensation, and benefits to employees, the ED shall not cause or allow jeopardy to fiscal integrity or public image.)* A Motion was made by Kathy Waxman and seconded by James Mobley. Motion was passed unanimously

**Strategic Plan/Initiatives:**

Dr. Sizer provided the board a copy on 05/26/15 for the Board’s review. Report was due in Baton Rouge by June 12, 2015. Dr. Sizer reported an extension was granted pending board approval. The board will be sent the new strategic plan this week showing the indicators that were used to create this plan for any additional response from the Board

**BOARD**

**Agenda Planning**: Motion was made by Kathy Waxman and seconded by Mike Shipp to approve /accept the current agenda planning without change at this time. Motion passed unanimously.

**Cost of Governance/ Board Development**–

There were no costs for Board Development in the 2014-2015 fiscal year. Dr. Sizer suggested the Board request an amount to be used as a budgetary item in case expenses arose for training. The amount $2,000.00 for the 2015-2016 fiscal year for board development or training was requested. Motion was made by Mike Shipp and seconded by Kathy Waxman. Motion passed unanimously

**Board Members Terms/ Action on Renewal of Terms for Board Members** – Joyce Brazzel provided a report on Board Members Appointment Documentation to Delores and the Board Chair prior to this meeting. Delores reported that Charlie Trimble’s reappointment letter was received prior to the meeting. Members were asked to review and provide information, if required, to bring their appointments up to date.

(ATTACHED #1)

**ED performance** **evaluation** – complete. Alisa Lear will provide Demetrius Roberts Human Resources with information necessary for personnel file.

**Board Management DELEGATION (ongoing work) –**

Board Outreach initiated by Mike & Joyce in 3rd Judicial District was well received. Mike provided a Meeting Report, and they offered assistance if other members wished to attempt something similar. ( ATTACHED #2)

Results from Board SELF\_EVALUATION questionnaire provided for members’ review. (ATTACHED #3)

***MONITORING –***

*Final Travel Forms for 2014-2015 due by June 30, 2015.*

***Information Requested by Board***

Opinion from LA Ethics Board re: annual personal financial submissions/documentation –

Final response received.

*The (Ethics) board concluded that the Code of Governmental Ethics would require the members of Northeast Delta Human Services Authority to file annual personal financial disclosure statements pursuant to LA. R.S. 42:1124.2.1.* ***LA.******R.S. 42:1124.2****.****1*** *requires financial disclosure for each member and designee of a board or commission which has authority to expend, disburse or invest $10,000 or more of funds in a fiscal year on or before May 15th of each year during which the person holds office and the year following termination of the holding of such office. (letter on FILE)*

**ADJOURN** - Next Meeting – **July 14, 2015 - Ouachita Parish Health Unit – Community Room**

(ATTACHED #1)

***PER JOYCE BRAZZEL’S REVIEW***

**• APPOINTMENTS (as of 6/4/15 – shared at June Board Meeting)**

**0UACHITA**

**THELMA MERRELLS --- 3/17/14-3/17/16 HAS LETTER**

**E L BAKER--- 3/17/14-3/17/15**

**DID HE GET REAPPOINTED/NEEDS LETTER**

**VACANCY #1**

**VACANCY #2**

**MOREHOUSE**

**CHUCK HALLEY 2/9/15-2/9/18--- HAS LETTER**

**LORRAINE REED-- NEEDS REAPOINTMENT LETTER**

**LINCOLN**

**JOYCE BRAZZEL-9/11/15**

**MIKE SHIPP LPPJ WILL MAIL LETTER TO DELORES FOR BOTH**

**CARDWELL**

**JAMES MOBLEY 5/5/14-5/5/16 –HAS LETTER**

**E CARROLL**

**LEKEISHA POWELL-NEEDS LETTER WITH DATES**

**W CARROLL**

**MELBA SANDIFER 3/11/14-2/11/17-- -HAS LETTER**

**MADISON**

**CHARLIE TRIMBLE-1/12---NEEDS APOINTMENT LETTER/MPPJ OFFICE WILL CHECK ON IT,**

**TENSAS**

**VACANT**

**FRANKLIN**

**TERRI SPENCE-3/17/12-3/17/16—HAS LETTER**

**UNION**

**ALISA LEAR -1/6/15-12/31/16---HAS LETTER**

**JACKSON**

**VACANT**

**RICHLAND**

**KATHY WAXMAN- NEEDS REAPPOINTMENT LETTER**

( ATTACHED #2)

Northeast Delta Human Services Authority

Behavioral Health, Addictive Disorders and Development Disability Services

in the 3rd Judicial District

May 15, 2015

Meeting Report

On May 15, 2015, Dr. Monteic Sizer, Executive Director of the Northeast Delta Human Services Authority (NEDHSA), met with representative of law enforcement and judicial agencies of the Louisiana Third Judicial District (Lincoln and Union Parishes). The NEDHSA was established on July 1, 2010 and received independent status as a Local Government Entity on July 1, 2013. The agency provides services in Behavioral Health, Addictive disorders and Developmental Disability Services for the 12- parish Northeast Louisiana region. The objectives of the meeting were:

1) To update the law enforcement and judicial agencies of the 3rd District on the services provided by the NEDHSA.

2) To initiate a dialogue among the stakeholders that will lead to improved outcomes for those receiving or in need of services.

The meeting was hosted by NEDHSA Board Members Alisa Lear (Union Parish), Joyce Brazzel and Mike Shipp (Lincoln Parish). Participants in the meeting were:

Lewis Jones, District Attorney’s Office

Thomas Rogers, Judge

Mike Stone, Lincoln Parish Sheriff

Kirk Taylor, Lincoln Parish Sheriff’s Office

Jason Thomas, Union Parish Sheriff’s Office

Rebecca Wade, 3rd District Courts

Dr. Monteic Sizer, Executive Director - NEDHSA

Joyce Brazzel, NEDHSA Board Member

Mike Shipp, NEDHSA Board Member

After a brief overview of the history and current status of the NEDHSA Board, Dr. Sizer provided a description of the agency’s services, both district-wide and specifically in Lincoln and Union Parishes. Reports of the number of clients served in various categories and a summary of the agency’s accomplishments during the 2013-14 fiscal year were provided and discussed. Dr. Sizer also reported on the results of a community meeting with sheriffs and police held at University Health Conway on December 10, 2014. That initiative was created to respond to the various difficulties agencies are having related to patients in crisis. These include, but are not limited to: the amount of time officers must spend in these situations; the limited amount of and awareness of space available; and, the chances that the patient might may elope from the facility after the officer leaves. A follow-up to that meeting will be held to update the stakeholders of the programmatic changes made to address these issues.

Participants in the meeting brought up several issues for discussion, including: the lack of sufficient bed spaces and treatment facilities in the 3rd district; the amount of time and expense involved in transporting patients to facilities in South Louisiana; the increasing number of patients being housed at the parish detention centers, where they are unable to access proper treatment for their illness; and, the problem of recidivism of adults and juveniles due to a shortage of follow-up resources.

Dr. Sizer offered some suggestions that could be considered and stated he would meet with his staff and develop some plans for solutions that can be implemented in a relatively short amount of time as well as those that will take more planning among the various agencies.

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Subsequent to the meeting, Dr. Sizer reports that he met with his clinical team and discussed ways to add more value in Lincoln and Union Parishes. They are preparing to provide mental health and addiction services within the Lincoln Parish Detention Center. This will help the Sheriff deal with some of the challenges mentioned at the meeting. Additionally, they will be introducing the various parishes to the Peer Support facility and model which is located in Lincoln Parish.

Respectfully Submitted by:

Mike Shipp

May 26, 2015

( ATTACHED #3)

**BOARD MEMBER SELF-EVALUATION – May 2015**

**1. What Is the Board’s greatest strength?**

Attendance,

Ability to discuss issues without arguments,

Respect for each other,

Unity,

Diversity of Experience,

Strong Leadership,

Attendance at Board Meetings is outstanding,

Professional Sincere & Dedicated,

Member participation,

Working as a team,

Experience & varied backgrounds

**2. What is the Board’s major accomplishment for the past year?**

The Board has addressed some disagreements and worked together for a solution,

Established an excellent chain of communication with the ED,

Moving toward greater organization of documents and records,

Tightening up the rules, Completion of Strategic Priorities,

Bonding and handling difficult subjects successfully,

Development of a good relationship with ED,

Attending training in Ruston to learn how to work better together,

No major arguments

**3. What are the areas the Board could improve?**

Trusting one another,

Conversation gets off task,

Maintaining the appropriate number of Board Members,

Improve Communication,

We have some empty seats we need to fill so all parishes are represented,

Understanding our responsibility for ED evaluation not just rubber stamping our questions,

Understanding all subject matters and each other, better organization,

**4. As a Board member, I am most pleased about**

How far we’ve come in a short time!

Our cooperation,

Our cohesiveness,

Improved communication with ED,

Our Board training,

Good Attendance,

Representation from most parishes in our region,

Our coming together,

Our progress and energy,

Direction of the Board,

The ED’s great job

**5. As a Board Member, I have concerns about**

The direction we are going in our relationship with our ED,

Board Activity outside of meetings,

Still being dependent on State funds,

Individuals members refusing to asses any issues relative to ED performance that might be construed as negative,

Continued energy level of Board,

Agendas of some Board Members,

My attendance

**6. As a Board Member, I would like to see the following changes in how the Board operates:**

To be firm and work with everyone.

I personally don’t disagree but we must compromise and move on.

Sometimes the Board forms coalitions and we need to work together as a group,

Would like our meetings to start at 5PM. Also I would like interaction with other Boards across LA,

All good!

**7. Does this Board function as a team?**

Mostly,

yes,

Most of the time,

Yes,

Off and on,

Not everyone but the majority does,

Majority decisions are followed regardless of individual differences,

Yes,

Yes,

Occasionally,

I think so

**8. Do the Agendas and conduct of the meeting effectively meet the purpose of this Board?** Mostly, Yes, Yes, Adequate, Yes, Yes, Yes, Yes

**9. Please describe the Board’s relationship with the ED.**

Mostly good but some bumps that stall progress.

Overall the Boards relationship is good.

Excellent flow of information both directions,

Improving!!,

It was a shaky start but I think it has improved,

For some there are questions, for others, no questions,

Good,

Appropriate,

I think the Board has a great relationship but dome better than others,

Businesslike but friendly,

**10. I recommend the Board have the following goals for the 2015-2016 year.**

Keep moving forward,

Concentrate on the ENDS,

Continue to expand the customer base,

More training and Team Building,

Good communication and clear communication with ED and Board members also,

Develop policy/procedure for ED eval that more clearly meets our responsibility,

Continue diversity training & improve in visits to agencies,

Secure grants

**Additional Comments:**

Board members display a conscientious attitude concerning their responsibilities as Board Members,

Good Board everyone feels free to speak their mind

**Input provided by Board Members at May2015 Board Meeting and results shared at June 2015 Board Meeting**

**ALear**