

**South Central Louisiana Human Services Authority
Board Meeting Minutes
December 5, 2019**

Members Present: Ray Nicholas (Assumption), Alvina Matherne (St. Charles), Cheryl Turner (Terrebonne), Dr. Victor Tedesco, III (Terrebonne), Bryan Zeringue (Lafourche), Lynne Farlough (St. John the Baptist)

Members Absent:

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), Kristin Bonner (Deputy Director), Misty Hebert (Clinical Director), Wesley Cagle (Developmental Disabilities Director), Stephanie Benton (Secretary), Melicia Levron (Human Resources), and Debbie Triggs (Project Coordinator)

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:13 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Mr. Bryan Zeringue led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the October 10, 2019 meeting were reviewed. Ms. Alvina Matherne motioned to approve the minutes of the October 10, 2019 Board Meeting, seconded by Dr. Victor Tedesco, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Vacant Board Member Seats Update:</u> Ms. Schilling discussed vacant Board Member seats. Mr. Ron Dantin will be submitted at the Lafourche Parish Council Meeting on December 10, 2019. Once he is approved, Ms. Schilling will submit his name to the Governor's Office to ratify the appointment. We will continue to advertise for the vacancies in St. James and St. Mary Parishes. Ms. Alicia Dunklin will assist on finding a replacement for St. James Parish.</p> <p><u>Conflict of Interest Statement:</u> Mr. Ray Nicholas asked that each Board Member sign the Conflict of Interest Statements and return to Ms. Benton before the end of tonight's meeting.</p> <p><u>Board Self-Evaluation for 2019:</u> Mr. Ray Nicholas asked that each Board Member complete the Board Self-Evaluation for 2019 and return via mail/fax to Ms. Benton or Ms. Schilling before the end of the month.</p> <p><u>Board Officer Elections:</u> Chairman Nicholas opened the floor for nominations for Board Chairman. Mr. Ray Nicholas nominated Ms. Lynne Farlough, Ms. Lynne Farlough rescinded the nomination. Dr. Victor Tedesco nominated Mr. Ray Nicholas. Mr. Ray Nicholas rescinded the nomination and nominated Mr. Bryan Zeringue for Board Chairman, seconded by Dr. Victor Tedesco, motion carried. Mr. Bryan Zeringue accepted the nomination. Chairman Nicholas requested all in favor of the nomination of Mr. Bryan Zeringue as Chairman, signify by saying "I", all were in favor, no opposition. Chairman Nicholas opened the floor for nomination for Vice-Chairman. Mr. Ray Nicholas nominated Mrs. Lynne Farlough, Ms. Cheryl Turner, seconded the nomination, no other nominations were received from the floor. Mr. Ray Nicholas motioned to close nominations, Ms. Cheryl Turner, seconded, motion carried. Ms. Lynne Farlough accepted the nomination. Chairman Nicholas requested all in favor of the nomination of Ms. Farlough to remain as Vice-Chair, signify by saying "I", all were in favor, no opposition. Chairman Nicholas opened the floor for nominations for Treasurer. Mr. Ray Nicholas nominated Dr. Victor Tedesco, Mr. Bryan Zeringue, seconded the nomination, no other nominations came from the floor. Mr. Ray Nicholas motioned to close nominations, Mr. Bryan Zeringue, seconded, motion carried. Dr. Victor Tedesco accepted the nomination. Chairman Nicholas requested all in favor of the nomination of Dr. Tedesco as Treasurer, signify by saying "I", all in favor, no opposition. Chairman Nicholas opened the floor for nomination for Recording Secretary. Mr. Ray Nicholas nominated Stephanie Benton, Dr. Victor Tedesco, seconded the nomination, no other nominations from the floor. Mr. Ray Nicholas motioned to close nominations, Ms. Alvina Matherne, seconded, motion carried.</p>

	<p>Stephanie Benton accepted the nomination. Chairman Nicholas requested all in favor of the nomination of Ms. Benton to remain as Recording Secretary, signify by saying “I”, all were in favor, no opposition.</p> <ul style="list-style-type: none"> Ms. Schilling thanked Chairman Nicholas for his years of service as Chairman of the Board and for being a tremendous advocate for the Agency.
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <u>Roof for Regal Row approved for replacement through Facility Planning:</u> Ms. Schilling discussed the roof replacement for Regal Row. We have received multiple bids and have discussed with the Facility Planning Committee who sent someone to inspect the roof. The Facility Planning Committee has agreed to pay for a roof replacement for Regal Row. <u>CIT Training Partnership with LPSO:</u> Ms. Schilling discussed the first CIT/LPSO Training was held in November. A new CIT Facilitator was hired, Ms. Meghan Mohan, to assist Ms. Karen Schilling with the Trainings. There were 23 graduates in November’s class and Mr. Bryan Zeringue was a Guest Speaker at the Closing. Mr. Zeringue reported he thought the training went really well. Ms. Schilling also reported through a recent meeting with the LA Commission of Law Enforcement she and Ms. Macy Richard attended in Baton Rouge regarding Youth Mental Health First Aid, SCLHSA has been approached to partner with the State to provide trainings for two piolet sites in Lafourche and St. Charles Parishes to train School Resource Officers. <u>St. Charles Parish School System – Prevention Services:</u> Ms. Schilling reported Ms. Hebert, Ms. Katie Gibbens and she recently met with Ms. Sherry Smith with the St. Charles Parish School Board concerning Prevention Services in the school system. They have agreed to piolet one school in the spring of 2020. If everything goes well, we will implement Prevention Services in the St. Charles schools in the fall of 2020. <u>Accountability Plan (AP) Audit for Behavioral Health – 12/9 – 12/13, 2019:</u> Ms. Schilling reported the AP Audits for Behavioral Health will begin next week. They will visit each of SCLHSA’s Clinics. <u>VoIP – Voice over Internet Protocol (AT&T Telephone System):</u> Ms. Schilling reviewed a handout and discussed the ongoing plans to implement a VoIP telephone system. The system will allow us to create a telephone answering center. Ms. Schilling and Mr. Eldred Smith have met with AT&T and are awaiting the bid. Ms. Schilling will share the bid with the Board once received. The goal is to begin implementation of the system by February, 2020. <p><u>Financial Report:</u> Janelle Folse</p> <ul style="list-style-type: none"> <u>Monthly Budget Summary (October):</u> Ms. Folse reviewed the FY 19-20 Budget Analysis for October as of 10/31/2019, including projected revenues/expenditures and the Legislative Appropriated Budget. <u>Revenue Report (October):</u> Ms. Folse reviewed the FY 19-20 Revenue Report for October as of 10/31/2019, reflecting collections including recoupments/write-offs/adjustments as of 10/31/2019. <ul style="list-style-type: none"> Ms. Cheryl Turner motioned to approve the FY 19-20 October Budget Analysis and the Revenue Reports for October as of 10/31/2019, seconded by Dr. Victor Tedesco, motion carried. <p><u>Operational Report:</u> Kristin Bonner</p> <ul style="list-style-type: none"> <u>Quarter 1 Statistics and Top Diagnosis:</u> Ms. Bonner reviewed the 1st Quarter Statistics to include Behavioral Health shows, No Shows, Services provided and DD Requests for Services, Persons Served by Priority, Persons Served and Waiver Recipients. Ms. Bonner also reviewed the 1st Quarter Top Diagnosis for Mental Health Disorders, Substance Use Disorders, and Primary Care Diagnosis. <p><u>Behavioral Health:</u> Misty Hebert</p> <ul style="list-style-type: none"> <u>Presentation on PATH Funding – Debbie Triggs, Project Coordinator:</u> Ms. Hebert discussed the PATH Program (Project for the Assistance in Transitioning from Homelessness). In FY19, we have engaged 95 individuals and provided 456 referrals. This FY20 we have served 39 individuals and provided 135 referrals for services. Ms. Debbie Triggs discussed the PATH Program which provides information and referrals for individuals in need of housing. The first goal is to get the individual into one of SCLHSA Clinics, assess

Executive Director Report (cont'd)	<p>them and then provide referrals. Ms. Triggs discusses and provides information for clinic services, housing, employment, schools and SNAP.</p> <ul style="list-style-type: none"> • Ms. Schilling also discussed Ms. Debbie Triggs was a speaker on the latest HTV segment to discuss Homelessness and the show was well received. <p><u>Developmental Disabilities: Wesley Cagle</u></p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1,239 Waivers (758 NOW, 241 SW, 201 CC and 39 ROW). There are over 282 individuals receiving IFS funding, 54 Crisis, and 131 FFF slots filled. • <u>DD Service Update</u>: Mr. Cagle discussed the Federal Office of Inspector General is reviewing the Critical Instant Reports for the State of Louisiana. As a result, they devised asked to devise a list of individuals who went to an Emergency Room/CC Unit and no report made. The information has been turned in. 214 cases to be reviewed. The provider agencies and families were not reported and therefore they were not showing up in the system. Mr. Cagle also discussed the LGE's were instructed by OCDD to do all the Support Coordination Agency Monitoring. SCLHSA DD was the first agency to complete the Monitoring.
Old Business	None
New Business	<ul style="list-style-type: none"> • <u>Executive Session to discuss Executive Director Evaluation</u>: Ms. Melicia Levron and the Board Members entered into a session to discuss the Executive Director Evaluation. <ul style="list-style-type: none"> ○ Mr. Bryan Zeringue motioned to go into Executive Session at 7:18 pm, seconded by Ms. Alvina Matherne, motion carried. ○ Mr. Bryan Zeringue motioned to go back into Regular Session at 7:21, seconded by Ms. Lynne Farlough, motion carried.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • Ms. Schilling discussed she was approached by 911 Behavioral Health Advocacy Group to schedule a meeting. SCLSHA will co-host a meeting on Wednesday, January 29, 2020 at the North Terrebonne Library in Gray. A panel presentation will be included in the meeting. Mr. Bryan Zeringue and Dr. Victor Tedesco have volunteered to be part of the panel. Ms. Schilling will share more information at the next Board Meeting. • Ms. Schilling also discussed the next HTV Taping is scheduled for December 30th on Healthy Eating Habits. SCLHSA Dietician, Ryan Orgeron will discuss the topic and local Chef, Mr. Morgan Landry, will have a healthy cooking segment. • <u>SCLHSA Events Calendar</u> • <u>Board Meeting Schedule</u>: The next Board Meeting will be on Thursday, January 9th, 2019.
Adjournment	Motion to adjourn by Ms. Alvina Matherne, seconded by Mr. Bryan Zeringue, motion carried. Meeting adjourned at 7:38 pm.