

South Central Louisiana Human Services Authority

Board Meeting Minutes

July 11, 2013

Members Present: Lisa Matherne (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Ridgely Mitchell (St. James), Faith Farlough (St. John the Baptist) Gordon Landry (Terrebonne) and Donna Cobb (Terrebonne).

Members Absent: Ray Nicholas (Assumption), and Sherry Champagne (St. Mary).

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (CFO), Marian Palmisano (Secretary), Wesley Cagle (DD Program Director), Melicia Lemoine (HR Director), Stephany Hillman (Clinical Director) and Eldred Smith (IT Director).

Agenda Item	Action Recommended/Outcome
Call to Order	Meeting called to order by Chairperson Viola Daigle at 6:20 p.m.
Opening Prayer & Pledge of Allegiance	Mrs. Karen Lentini led the prayer and Mrs. Donna Cobb 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 June 13, 2013 meeting were reviewed. Mrs. Lisa Matherne, motioned to approve the minutes, seconded by Mrs. Donna Cobb, 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>Executive Session-ED Evaluation Document:</u> Chairperson Daigle deferred the Executive Session until the August 15, 2013 Board Meeting.</p>
Executive Director Report:	<p><u>Agency Update – Lisa Schilling</u></p> <ul style="list-style-type: none"> • <u>Bayou Community Foundation Grant:</u> Reviewed the Bayou Community Foundation letter stating SCLHSA was a recipient of a \$40,000 grant to support a Mobile Outreach Program to provide outpatient mental health counseling and treatment in Terrebonne and Lafourche parishes. • <u>FQHC-New Access Point vs. Look-Alike Status:</u> (Federal Qualified Health Care Program) Met with JPHSA to review program options to provide primary care services. Primary Care services would be provided 2 days a week at TBH, 1 day at LTC, 1 day at SMTTC, and 1 day at RPTC. • <u>ED Succession Plan:</u> Reviewed changes to the ED Succession Plan. Motion to approve the ED Succession Plan by Mrs. Donna Cobb, seconded by Mrs. Lisa Matherne, motion carried. • <u>Budget Reductions:</u> Reviewed the SCLHSA Pre-ambule Response including Contracts, Vacancies, Unfunded SGF and Major Repairs and Acquisitions and the Appropriated Legislative Amendments vetoed by the Governor. A few of the scenarios included in the budget reductions are: 1) The SMAC staff will relocate to the STTC allowing termination of the lease of office space currently occupied effective 8/1/2013. 2) Ms. L. Schilling reported a Memo was sent to staff for anyone interested in working the after-hours Crisis Line currently operating through contract. 3) Ms. L. Schilling stated she met with each contractor one on one and reviewed contracts/services revisions. <p><u>Financial Report – Janelle Folse</u></p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary:</u> Reviewed the Budget Analysis for FY 13 including projected revenues/expenditures as of 6/30/2013 and the expenditure spreadsheet reflecting monthly totals. Motion to approve the June Budget Analysis by Mrs. Karen Lentini, seconded by Mrs. Lisa Matherne, motion carried. • <u>Magellan Webcheck Report:</u> Reviewed the FY 13 Magellan Webchecks Summary Spreadsheet as of 7/8/2013 reflecting collections and projection. • Mrs. Folse reviewed the FY 14 Appropriated Budget Spreadsheet noting the funding assigned to each program service.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<p><u>Operational Review:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Unduplicated Patient Count:</u> Reviewed and discussed the Unduplicated Patient Count chart of individuals served by Parish for Behavioral Health and Developmental Disabilities. <p><u>DD Report:</u> Wes Cagle</p> <ul style="list-style-type: none"> • Reported that Medical Certification Specialists are working 792 NOW, 198 Support Waivers and 124 Childrens Choice Waivers. • Cases are now assigned, and each Medical Certification Specialist has between 250-260 cases. • Weekly meetings with Support Coordination taking place for training, and resolution with problem cases. • Both Support Coordination agencies, Medical Resources and Guidance (MRG) and Easter Seals are fully staffed. MRG has 15 Support Coordinator's, and 2 Supervisors. Easter Seals has 20 Support Coordinator's and 4 Supervisors. • Reported Site visit for annual HSAIP Audit scheduled for August 2013. • Reported serving 285 total clients through the Individual and Family Support, Flexible Family Funds, Crisis and Vocational Habilitation. DD met their HSAIP 95% benchmark for utilization. • Outreach through transition services with the Parish Department of Special Education is now in process for the upcoming school year. <p><u>Clinic Program Update:</u> Stephany Hillman</p> <ul style="list-style-type: none"> • <u>Mobile Outreach Services:</u> The Mobile Unit is providing services in Assumption Parish servicing 12 clients each visit. The number of appointments will be increased for the upcoming month. • <u>CCP Program:</u> Teams continue to provide outreach and individual/group counseling in the Bayou and River Parishes area. • <u>SOAP Hearing Update:</u> Brief update of the SOAP hearings and reviewed the SOAP activity spreadsheet reflecting the number of cases reviewed and recommended from September 2, 2011 through May 24, 2013. • Dr. Hillman gave an update on the Anger Management Program. The program will provide group and individual services for the court ordered population. Staff will have an open-line communication with the probation and parole officers. The AM program will begin providing services in the River Parishes area with the month. • Dr. Hillman gave a brief update of the Social Security Disability Program allowing SCLHSA Psychologists to perform testing for SS eligibility. • Dr. Hillman reported she was contacted by Bristol Helicopters for counselors to provide stress management services at their company Health Fair in October, 2013.
Old Business	None
New Business	None
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • Chairperson Daigle stated the next board meeting will be held on Thursday, August 15, 2013 at 6:00pm in Houma. • Ms. L. Schilling requested consideration of moving the date of the September 12, 2013 meeting because the Community Book Review Panel is scheduled for September 12, 2013 at 6:00pm.
Adjournment	Motion to adjourn by Mrs. Donna Cobb, seconded by Mrs. Karen Lentini, motion carried. Meeting adjourned at 8:00pm.