

**South Central Louisiana Human Services Authority
Board Meeting Minutes
October 9, 2018**

Members Present: Ray Nicholas (Assumption), Bryan Zeringue (Lafourche), Lynne Farlough (St. John the Baptist), Alisa Dunklin (St. James), and Dr. Victor Tedesco, III (Terrebonne)

Members Absent: Alvina Matherne (St. Charles), and Cheryl Turner (Terrebonne)

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), Wesley Cage (Developmental Disabilities Director), Melicia Levron (Human Resources Director), and Stephanie Benton (Secretary)

| Agenda Item | Action Recommended/Outcome |
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| Call to Order | Chairman Ray Nicholas called the meeting to order at 6:28 p.m. |
| Opening Prayer & Pledge of Allegiance | Mr. Ray Nicholas led the prayer and Ms. Alisa Dunklin 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 September 13, 2018 meeting were reviewed. Ms. Alisa Dunklin motioned to approve the minutes of the September 13, 2018 Board Meeting, seconded by Mr. Bryan Zeringue, 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>Conflict of Interest Statements:</u> Board Members were asked to sign the Conflict of Interest Statements tonight and return to Ms. Benton.</p> <p><u>Annual Board Member Participation Survey:</u> Board Members were asked to return the Survey to Ms. Benton.</p> <p><u>Welcome to New Board Members:</u> Mr. Ray Nicholas welcomed new Board Members Mr. Bryan Zeringue, Lafourche Parish and Dr. Victor Tedesco, III, Terrebonne Parish. Mr. Zeringue and Dr. Tedesco spoke of their backgrounds and appointment to Board.</p> <p><u>Vacant Board Member Seats Update:</u> Ms. Schilling gave a brief update of the Board vacancies for Lafourche and St. Mary Parishes. We are advertising for the vacancies in both Lafourche Parish and St. Mary Parish.</p> |
| Executive Director Report | <p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Regal Row Update:</u> Ms. Schilling gave a brief update of the Regal Row property. We have received contractor bids for exterior/interior paint, minor construction to the interior and new flooring through-out the building. We will have a final walk-thru with Kinder Morgan on Wednesday, October 10th, and receive the keys to the building. We are hoping to have our December Board Meeting at the Regal Row Property. Ms. Schilling also discussed the plans to have a Grand Opening Ceremony in the future to include Board Members, Legislative Delegation, representatives from LDH, and individuals from the community who helped in the purchase process. • <u>Environmental Service Projects Review:</u> Ms. Schilling reported the LBHC addition construction is under way. The renovations include 6 offices, a conference room and enclosure of the kitchen area. Ms. Schilling also reported construction will soon begin on the RPBHC clerical area. There will also be minor landscaping, a patio addition and exterior painting. Additionally, we will have an architect look at the RPBHC building to see if it's possible to add a second story to move RPAC in the same building. This would require a request for Capital Outlay funds. • <u>OBH Peer Review with MSHD 9/18/18:</u> Ms. Schilling discussed SCLHSA's recent participation in Peer Review with MSHD. The Administrative component was reviewed and all went really well. • <u>Recovery Month Program – Grace and Recovery:</u> Ms. Schilling discussed the recent Recovery Month Program, Grace and Recovery, presented by Dr. Terry Ellis on September 5, 2018. The Program was well received. There were over 60 staff and local professionals to attend the Program. Ms. Schilling provided each Board Member with a copy of the book from the event – “Grace Waves” by Dr. Terry Ellis. • <u>STR Grant Funds Increase:</u> Ms. Schilling reviewed the letter from LDH regarding the STR (Opioid State Targeted Response) Grant Funds that SCLHSA is receiving. The letter breaks down the funds and what SCLHSA can spend the money on. |

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| Executive Director Report (cont'd) | <ul style="list-style-type: none"> • <u>DOJ MOU with LDHU</u>: Ms. Schilling reviewed the MOU from LDH regarding the LaSOR (Louisiana State Opioid Response) Grant. The letter includes a break-down of the budget and how the money shall be spent for SFY19, SFY20 and SFY21. The maximum amount of the MOU is \$741,722 – FY19 \$266,681, FY20 \$390,077, and FY21 \$85,014. Ms. Schilling also discussed the recent meeting with LDH regarding Crisis Services. Ms. Schilling reviewed the Discussion Guide with SCLHSA's answers to what we are doing and would like to do in regards to Crisis Services in our catchment area. • <u>Budget Recap Meeting with LDH</u>: Ms. Schilling reviewed the Budget Request Summary FY 2019 – 2020. The total request for 2019-2020 is \$23,871,280.00. <p><u>Financial Report</u>: Janelle Folve</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (July, August)</u>: Ms. Folve reviewed the FY 18-19 Budget Analysis for July as of 07/31/2018, and August as of 08/31/2018 including projected revenues/expenditures and the Legislative Appropriated Budget. • <u>Revenue Report (July, August)</u>: Ms. Folve reviewed the FY 18-19 Revenue Report for July as of 07/31/2018, and August as of 08/31/2018 reflecting collections including recoupments as of 07/31/2018, and 08/31/2018. <ul style="list-style-type: none"> ○ Ms. Lynne Farlough motioned to approve the FY 18-19 July and August Budget Analysis and the Revenue Reports for July as of 07/31/2018, and August as of 08/31/2018, seconded by Mr. Bryan Zeringue, motion carried. <p><u>Operational Report</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Risk Management General Safety Plan</u>: Ms. Bonner reviewed the Risk Management General Safety Plan to include minor changes to the language on the Plan. • <u>Performance Improvement Plan</u>: Ms. Bonner reviewed the Performance Improvement Plan to include one change on page 2. • <u>Violence Prevention Plan</u>: Ms. Bonner reviewed the Violence Prevention Plan to include minor changes to the language of the Plan. <ul style="list-style-type: none"> ○ Ms. Alisa Dunklin motioned to approve the Risk Management General Safety Plan, Performance Improvement Plan and Violence Prevention Plans, seconded by Mr. Bryan Zeringue, motion carried. <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Mr. Cagle gave a brief update of the current DD Waiver statistics totaling 1214 Waivers (781 NOW, 248 SW, 169 CC and 16 ROW). DD has 11 new linkages for the month of September. In our State General Funded Program there are 219 individuals receiving IFS funding, and 27 individuals receiving Crisis funding. <p><u>DD Services Update</u>: Mr. Cagle reported DD only had one client in state custody and we currently have a second client that will enter soon. These individuals are considered high risk and are not receiving adequate care, so the state will take custody. Mr. Cagle discussed the Federal Waiver Program - Self-Direction. With OCDD approval, a family can utilize a Provider Agency. Mr. Cagle also reported on changes to come to the FFF policy. Mr. Cagle then gave a brief update of the Act 378 Committee Work-Group concerning IFS and CCR policies.</p> |
| 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"> ○ Ms. Lynn Farlough motioned to go into Executive Session at 7:18 pm, seconded by Ms. Alisa Dunklin, motion carried. ○ Ms. Alisa Dunklin motioned to go back into Regular Session at 7:35, seconded by Ms. Lynne Farlough, motion carried. |
| Views and Comments by the Public | None |
| Consideration of Other Matters | <ul style="list-style-type: none"> • <u>SCLHSA Events Calendar</u> • <u>Board Meeting Schedule</u>: Thursday, December 6, 2018. Chairman Nicholas announced the date for the next Board Meeting – Thursday, December 6, 2018. |
| Adjournment | Motion to adjourn by Ms. Alisa Dunklin, seconded by, Dr. Victor Tedesco, motion carried. Meeting adjourned at 7:53 pm |