

**South Central Louisiana Human Services Authority
Board Meeting Minutes
September 13, 2018**

Members Present: Ray Nicholas (Assumption), Alvina Matherne (St. Charles), Lynne Farlough (St. John the Baptist), and Cheryl Turner (Terrebonne).

Members Absent: Alisa Dunklin (St. James).

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

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	Ms. Lynne Farlough led the prayer and Ms. Alvina Matherne led the Pledge of Allegiance
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present. It was suggested by the Board to grant Ms. Alisa Dunklin a 3 month reprieve due to pregnancy/delivery. Ms. Lynne Farlough motioned to approve the 3 month reprieve for Ms. Dunklin, seconded by Ms. Cheryl Turner, motion carried.
Approval of Minutes	Minutes from the August 21, 2018 meeting were reviewed. Mrs. Alvina Matherne motioned to approve the minutes of the August 21, 2018 Board Meeting, seconded by Ms. Cheryl Turner, 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 at the next Board Meeting.</p> <p><u>Lafourche & St. Mary Parish Board Vacancies Update:</u> Ms. Schilling gave a brief update of the Board vacancies for Lafourche and St. Mary Parishes. We are hoping to have the Lafourche vacancy filled before the next Board Meeting, and we are advertising the vacancy for 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 are the official owners of Regal Row. Kinder Morgan has 60 days to vacate the building. They are hoping to move out the week of October 9 – 12, 2018. Ms. Schilling met with the landscaper yesterday, and we have bids out to paint the exterior/interior, light construction and replace flooring. We are working on the paperwork for the Louisiana State Land Office. Hopefully, the November Board Meeting will be held at the Regal Row property. • <u>Environmental Service Projects:</u> Ms. Schilling reported the construction to LBHC has begun, and RPBHC has picked out counter tops and cabinets for the clerical area. We have a contractor bid out for the exterior paint job at RPBHC. Ms. Schilling also reported our new signs are going up at the sites soon. • <u>OBH Peer Review with MSHD 9/18/18:</u> Ms. Schilling discussed SCLHSA’s participation in Peer Review with MHSD. The Administrative component is being reviewed and the meeting will be on September 18, 2018 at the SCLHSA Administrative Building • <u>Recovery Month Program – Grace and Recovery:</u> Ms. Schilling discussed the hand-out on the Recovery Forum SCLHSA is co-hosting with Terrebonne Parish Library on September 25, 2018 at the Terrebonne Parish Library North Branch. Grace and Recovery will be presented by Reverend Dr. Terry Ellis. The presentation will be followed by a panel discussion and audience participation. We will have multiple guest speakers to include SCLHSA’s Peer Support Specialist with the Opioid Program, Sparky Trahan. Online registration is available for the event. LDH is sponsoring our CEU’s for social workers. SCLHSA is waiting on approval of CEU’s from the LPC Board. • <u>Professional and Social Service Contracts for FY19:</u> Ms. Schilling reviewed the new Professional and Social Service Contracts for FY19. <ul style="list-style-type: none"> ○ Mrs. Alvina Matherne motioned to approve the Professional and Social Services Contracts for FY19, seconded by Ms. Cheryl Turner, motion carried.

Executive Director Report (cont'd)	<ul style="list-style-type: none"> • <u>Financial Report</u>: Janelle Folse • <u>CCR Fund Update</u>: Ms. Folse reviewed hand-outs on CCR Funds (Customer Care Resources) to include FY '18 Request Amounts and Filled Requests. The SCLHSA Imprest Account is used to write the checks. The requests are broken down by Behavioral Health Adult, Behavioral Health Children, Developmental Disability Adult and Developmental Disability Children. • <u>Escrow Report</u>: Ms. Folse reviewed the Escrow Report. The Escrow represents SCLHSA's excess collection that we bring in that is above our appropriations and the State puts in a separate account. This was money accumulated for 6 – 7 years, since we have been an Authority. The account balance was \$481,000.00. Ms. Schilling went before the JLCB (Joint Legislative Committee on Budget) and got an approval to use \$450,000.00 of the Escrow to go towards the Capital Outlay and the purchase of Regal Row. The Escrow balance is now \$31,814.49. Ms. Folse also reviewed the Cash Management Review Board Report detailing SCLHSA's cash balances on our local checking accounts. This report is submitted to the State quarterly. <ul style="list-style-type: none"> ○ Ms. Lynn Farlough motioned to approve the Escrow Report, seconded by Ms. Alvina Matherne, motion carried. <p><u>Operational Report</u>: Lisa Schilling for Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Agency Statistics</u>: Ms. Bonner reviewed the 4th Quarter Statistics hand-outs to include BH Shows, No-Shows, and Clinic Services provided. Mr. Cagle reviewed the DD Requests for Services, Persons Served by Priority, Family Support Services and Waiver Recipients. • <u>Client Satisfaction Surveys</u>: Ms. Bonner reviewed SCLHSA BH Client Satisfaction/Outcome Survey Results, totaling 919 participants. Ms. Bonner also reviewed SCLHSA DD's Client Satisfaction/Outcome Survey Results, totaling 51 participants. We are working on changing the questions on the survey in order to provide more meaningful results. • <u>LaPAS</u>: Ms. Bonner gave an update of the LaPAS report for the 4th Quarter. The information has been put into the State database, which shows how we compare to other LGE's. Ms. Schilling discussed that we are working on adding some child/adolescent indicators to the report. • <u>Performance Indicators</u>: Ms. Bonner reviewed the Performance Indicators by Clinic for the 4th Quarter. The Performance Indicators include TBHC, LBHC, RPBHC, SMBHC, Primary Care, The Call Line, Health Home and Developmental Disabilities. <p><u>Developmental Disabilities</u>: Wesley Cagle</p> <ul style="list-style-type: none"> • <u>Program Statistics</u>: Mr. Cagle reviewed the year-end report on FY '18 DD Waivers by Parish. Mr. Cagle also gave a brief update of the current DD Waiver statistics totaling 1244 Waivers (785 NOW, 263 SW, 177 CC and 19 ROW). There are over 194 individuals receiving IFS funding, 22 individuals receiving Crisis, and 114 individuals in FFF and working to fill slots. Mr. Cagle also reported they are still having some problems with the Tiered Waiver process. <p><u>DD Services Update</u>: Mr. Cagle discussed he will be participating in DD Council Act 378 Workgroup that will be examining the Individual and Family Support Policy. The meeting is scheduled for September 17, 2018. Mr. Cagle also reported the next Regional Advisory Committee Meeting is on September 20, 2018 and they will begin working on a Subcommittee to start planning the next Empowerment through Employment Conferences.</p>
Old Business	<p>Ms. Schilling reported SCLHSA is still in negotiations with LDH on our Contract. We will be sending in our responses soon. Our attorney has reviewed the Contract and we have also been in contact with other Executive Directors regarding the changes to the Contract. Ms. Schilling is hoping to report more information at the next Board Meeting. Ms. Schilling also discussed the next HSIC Meeting is September 20, 2018. The LDH Contract will be on the Agenda for discussion. The Board approved the changes to language and strike throughs suggested by the attorney and Ms. Schilling.</p> <ul style="list-style-type: none"> ○ Ms. Lynn Farlough motioned to approve the changes, seconded by Ms. Cheryl Turner, motion carried.
New Business	None
Views and Comments by the Public	None

Consideration of Other Matters	<ul style="list-style-type: none">• SCLHSA Events Calendar• Board Meeting Schedule: Tuesday, October 9, 2018 Chairman Nicholas announced the date for the next Board Meeting – Tuesday, October 9, 2018 Mrs. Melicia Levron will attend the next meeting to begin the Executive Director Evaluation Process.
Adjournment	Motion to adjourn by Mrs. Alvina Matherne, seconded by, Ms. Lynne Farlough, motion carried. Meeting adjourned at 7:13 pm