

South Central Louisiana Human Services Authority
Board Meeting Minutes
September 24, 2014

Members Present: Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Karen Lentini (St. Charles), Lynne Farlough (St. John), Danny Smith (Terrebonne) and Gordon Landry (Terrebonne).

Members Absent: Viola Daigle (Lafourche) and Ridgely Mitchell (St. James).

Guest in attendance: Lisa Schilling (Executive Director), Janelle Folse (Fiscal Director), Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	In the absence of Chairperson Daigle, Mr. Ray Nicholas presided as Acting-Chairperson. The Meeting was called to order by Acting-Chairperson Mr. Ray Nicholas at 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Bud Barnes led the prayer and Mrs. Karen Lentini 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 4, 2014 meeting were reviewed. Mr. Herbert Barnes motioned to approve the minutes of the September 4, 2014 Board Meeting, seconded by Mrs. Lynne Farlough, 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>Board Governance Process Recap:</u> Item tabled until October Board Meeting.</p> <p><u>Nominations and Selection of Vice-Chairman:</u> Item tabled until October Board Meeting.</p>
Executive Director Report:	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Environmental Services Update:</u> Ms. Schilling gave a brief update of the Environmental Services Projects that are near completion. • <u>MacArthur Foundation Grant Project:</u> Ms. Schilling gave a brief review of the MacArthur Foundation Grant Project and noted Community Stakeholders will be included on an update of the implementation of the models for evidenced based practice. • <u>MHBG Behavioral Health Assessment and Plan:</u> Ms. Schilling reviewed the MHCG Behavioral Health Assessment and Plan and the 2014 Block Grant Final Allotment Table reflecting funding received by the State to support evidenced based programs that address the needs of individuals with mental illness and psychotic disorders. • <u>1915i Independent Assessments:</u> Ms. Schilling gave a brief update of the 1915i Independent Assessment Process and noted that Pathways was chosen to implement/provide the 1915i Independent Assessments across the state. Pathways will begin servicing our area October 1. • <u>Corporate Citizenship Policy:</u> Ms. Schilling reviewed the highlighted changes to the Corporate Citizenship Policy. • <u>Code of Ethics for Employees of SCLHSA:</u> Ms. Schilling reviewed the highlighted changes to the Code of Ethics for Employees of SCLHSA Policy. • <u>Medical Malpractice Policy:</u> Ms. Schilling reviewed the highlighted changes to the Medical Malpractice Policy. • <u>Operational Plan:</u> Ms. Schilling reviewed the highlighted changes to the Operational Plan. • <u>Board Governance Manual:</u> Ms. Schilling reviewed the highlighted changes to the Board Governance Manual. • <u>Board Orientation Policy:</u> Ms. Schilling reviewed the highlighted changes to the Board Orientation Policy. • <u>SCLHSA Board Code of Ethics:</u> Ms. Schilling reviewed the highlighted changes to the SCLHSA Board Code of Ethics Policy. • <u>Strategic Budget Cutting Policy:</u> Ms. Schilling reviewed the highlighted changes to the Strategic Budget Cutting Policy. • <u>Executive Director Hiring Process:</u> Ms. Schilling reviewed the highlighted changes to the Executive Director Hiring Process.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> • <u>Executive Director Succession Plan</u>: Ms. Schilling reviewed the highlighted changes to the Executive Director Succession Plan. • <u>Executive Director Evaluation/Compensation Plan Process</u>: Ms. Schilling reviewed the highlighted changes to the Executive Director Evaluation/Compensation Plan Process. • Mr. Danny Smith entertained a motion to accept the revisions to the Corporate Citizenship Policy, Code of Ethics for Employees of SCLHSA Policy, Medical Malpractice Policy, Operational Plan, Board Governance Manual, Board Orientation Policy, SCLHSA Board Code of Ethics Policy, Strategic Budget Cutting Policy, Executive Director Hiring Process, Executive Director Succession Plan, and the Executive Director Evaluation/Compensation Plan Process, seconded by Mr. Gordon Landry, motion carried. <p><u>Financial Report</u> – Janelle Folse</p> <ul style="list-style-type: none"> • <u>FY 2014-2015 Self-Generated Revenue</u>: Ms. Folse reviewed the FY 2014-2015 Self-Generated Revenue reflecting collections as of 8/31/2014 including Projected Collections for FY 2015. • Motion to approve the FY 2014-2015 Self-Generated Revenue Report as of 8/31/2014 by Mrs. Karen Lentini, seconded by Mrs. Lynne Farlough, motion carried. • <u>Audit Requirements Policy</u>: Ms. Folse reviewed the highlighted changes to the Audit Requirements Policy. • <u>Contract Regulations Policy</u>: Ms. Folse reviewed the highlighted changes to the Contract Regulations Policy. • <u>Fiscal Services Policy</u>: Ms. Folse reviewed the highlighted changes to the Fiscal Services Policy. • <u>Property Control Policy</u>: Ms. Folse reviewed the highlighted changes to the Property Control Policy. • <u>Purchasing Policy</u>: Ms. Folse reviewed the highlighted changes to the Purchasing Policy. • Mrs. Lynne Farlough entertained a motion to accept the revisions to the Audit Requirements Policy, Contract Regulations Policy, Fiscal Services Policy, Property Control Policy, and the Purchasing Policy, seconded by Mrs. Karen Lentini, motion carried.
Old Business	None
New Business	<ul style="list-style-type: none"> • Executive Session (Executive Director Evaluation Process)-Melicia Lemoine- Item tabled until October Board Meeting. • Ms. Schilling reported she received a call from Terrebonne Parish President Michel Claudet requesting assistance for counseling services for the students and parents of Ellender High School to help cope with the shooting of an EHS student. SCLHSA representatives/counselors are scheduled to meet with students and parents at EHS on Thursday, September 25, 2014.
Views and Comments by the Public	None
Consideration of Other Matters	Acting-Chairperson Nicholas stated the next Board meeting will be held on Thursday, October 9, 2014 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.
Adjournment	Motion to adjourn by Mrs. Karen Lentini, seconded by Mr. Gordon Landry, motion carried. Meeting adjourned at 7:25pm.