

South Central Louisiana Human Services Authority

Board Meeting Minutes

June 13, 2013

Members Present: Ray Nicholas (Assumption), Lisa Matherne (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Ridgely Mitchell (St. James), Gordon Landry (Terrebonne) and Donna Cobb (Terrebonne).

Members Absent: Faith Farlough (St. John the Baptist) 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), and Eldred Smith (IT Director).

Agenda Item	Action Recommended/Outcome
Call to Order	Meeting called to order by Chairperson Viola Daigle at 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Mr. Ridgely Mitchell 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 May 16, 2013 meeting were reviewed. Mrs. Karen Lentini, motioned to approve the minutes, seconded by Mrs. Donna Cobb, motion carried and minutes were approved.
Board Issues	<u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms. <u>Executive Session-ED Evaluation Document:</u> Chairperson Daigle deferred the Executive Session until the July 11, 2013 Board Meeting.
Executive Director Report:	<p><u>Agency Update</u> – Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Legion/Park Merger:</u> The Administrative Office successfully merged to the Legion Avenue location on May 20, 2013. • <u>Strategic Plan:</u> Reviewed changes to the Legislative Strategic Plan. Motion to approve the Strategic Plan by Mrs. Donna Cobb, seconded by Mrs. Karen Lentini, motion carried. • <u>IM Plan:</u> Reviewed changes to the IM Plan. Motion to approve the IM Plan by Mr. Ray Nicholas, seconded by Mrs. Lisa Matherne, motion carried. • <u>Collaborative Meeting with JPHSA and MHSD:</u> <ul style="list-style-type: none"> ○ Negotiating Fees as Collaborative for Bayou Health. ○ Maintaining One Crisis Team (2 dyads, clerk and Supervisor) for SCLHSA, MHSD. ○ Shared Contracting Capabilities as Collaborative. ○ Legislative Delegation for all 11 parishes to form pact on BH/DD issues. ○ Discussion with DHH about what variables we will provide info on based on the AIP if another EHR is used other than CA. • <u>Service Expansion Proposal:</u> Reviewed Service Expansion Proposals: Employee Assistance Program for individual, family and group referrals; Social Security Disability Program allowing SCLHSA Psychologists to perform testing for SS eligibility; Anger Management Program in conjunction with Drug Court and DA offices in catchment area offering an 8 week program; SCLHSA staff provide after-hours Crisis Line currently operating through contract; Primary Care Integration providing services 2 days a week at TBH, 1 day at LTC, 1 day at SMTC, and 1 day at RPTC. • <u>Legislative Session Update:</u> Reviewed the SCLHSA Pre-ambule Response including Contracts, Vacancies, Unfunded SGF and Major Repairs and Acquisitions. Legislative Delegation forming Coalition in support of SCLHSA and will alert the agency of any major health care budget/legislation proposals/changes.

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Executive Director Report (cont'd)	<ul style="list-style-type: none"> • Ms. L. Schilling reported the Magellan HER (CA) is not working efficient on a consistent basis. The CA does not provide documentation for primary and behavioral health care. If there are no changes within the system, SCLHSA will have to look into another EHR in the future. • Ms. L. Schilling gave an update of the Geismar explosion that occurred today. Dr. Stephany Hillman, Rhiannon Traigle, 2 Managers and 2 clerical staff responded to the incident along with 2 dyads from the River CCP Team. They conducted debriefing and provided one-on-one counseling. SCLHSA received praise from Kathy Kliebert on its crisis response efforts and working in conjunction with the Governor. • The first SCLHSA CIT class held for law enforcement officers for all 7 parishes was a huge success. 20 officers attended the week long training and a graduation ceremony will be held at Troop C on Friday, June 14, 2013. The event was co-sponsored by NAMI, SCLHSA, Regional Advisory Committee, and START Corp. • CSoC will be providing Community Forums on June 18th at 10:00am and 6:00pm at the North Terrebonne Parish Library in Gray. <p><u>Financial Report</u> – Janelle Folse</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 5/31/2013 and the expenditure spreadsheet reflecting monthly totals. Motion to approve the May Budget Analysis by Mr. Ray Nicholas, seconded by Mrs. Donna Cobb, motion carried. • <u>Magellan Webcheck Report</u>: Reviewed the FY 13 Magellan Webchecks Summary Spreadsheet as of 6/12/2013 reflecting collections and projection. <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> • <u>EOP Plan</u>: Reviewed and discussed the changes to the EOP. • <u>COOP Plan</u>: Reviewed and discussed the changes to the COOP. Motion to approve the EOP and the COOP Plan by Mr. Ray Nicholas, seconded by Ms. Donna Cobb, motion carried. • Ms. Bonner reported she attended the OPH Training on May 24, 2013 at NSU. <p><u>DD Report</u>: Wes Cagle</p> <ul style="list-style-type: none"> • Beginning fourth and final round of denials for Resource Allocation in the New Opportunities Waiver. • Meeting with Support Coordination Agencies to discuss individual case problems and address policy issues. • OCDD has not provided any feedback regarding the proposal to stagger the anniversary dates of the NOW recipients. • Wrapped up monitoring of Easter Seals SCA and beginning the Corrective Action Planning. • Agency received 75 Critical Incident reports since the last board meeting. Resolution by the SCA's is improving. • DD will undergo the Annual HSAIP site visit in August. • Currently wrapping up FY13 and gearing up for funding priorities in FY14. <p><u>Clinic Program Update</u>: Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Mobile Outreach Services</u>: The Mobile Unit is providing services in Assumption Parish this week. The Unit is scheduled to be in St. James Parish in July and plans are to be finalized for St. Charles Parish in August. • <u>CCP Program</u>: Teams continue to provide outreach and individual/group counseling. The River Parishes Team continues to provide children services to the communities. A data report will be provided at the next meeting. <p><u>Information Technology Update</u>: Eldred Smith</p> <ul style="list-style-type: none"> • Ms. L. Schilling introduced Eldred Smith as the new IT Director. Eldred gave a brief update of his IT knowledge and experience. • Reviewed a power point presentation of IT direction for the upcoming year. • <u>Melicia Lemoine</u>, HR Director, reported SCLHSA is 100 % compliant in 17 of 18 components of the recent Civil Service Audit.

Agenda Item	Action Recommended/Outcome
Old Business	None
New Business	None
Views and Comments by the Public	None
Consideration of Other Matters	Chairperson Daigle stated the next board meeting will be held on Thursday, July 11, 2013 at 6:00pm in LaPlace.
Adjournment	Motion to adjourn by Mrs. Donna Cobb, seconded by Mrs. Karen Lentini, motion carried. Meeting adjourned at 8:00pm.