

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
BOARD MEETING  
EAST JEFFERSON BOARD ROOM  
3616 S. I-10 Service Rd. W., Suite 200  
Metairie, Louisiana 70001

Monday, November 1, 2021

JPHSA Board Members in Attendance:

James Arey                      Patricia Ehrle                      Robin Parker Brooks  
Alan Carroll                      Alex Redfearn

JPHSA Board Members Absent:

Rashain Carriere-Williams                      Bruce Galbraith                      Shawnta Gardener-Taylor

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director  
Christy Dempster, CFO  
Tammy Valenti, CAA  
Trudy Ingersoll, Accreditation Coordinator, CPS Division

Guests in Attendance:

None.

Ms. Ehrle called the meeting to order at 6:00 p.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda

Ms. Ehrle asked staff members in attendance to introduce themselves.

Ms. Ehrle asked for a motion to adopt the agenda as presented. Ms. Redfearn made a motion to accept the agenda as presented prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

2. Public Comment

None.

3. Required Approvals Agenda

A. August Minutes – Mr. Arey made a motion to approve the minutes as presented prior to the meeting. Dr. Parker Brooks seconded the motion. Passed unanimously.

B. JPHSA Financial Quarterly Report (April-June) – Ms. Dempster reviewed the financial quarterly report for the Board. A discussion followed. Ms. Ehrle asked for a motion to accept the financial quarterly report. Mr. Arey made a motion to accept the financial quarterly report as received prior to the meeting. Dr. Parker Brooks seconded the motion. Passed unanimously.

C. JPHSA Board Financial Quarterly (April – June) – Ms. Dempster reviewed the JPHSA Board budget quarterly report for the Board. A discussion followed. Ms. Ehrle asked for a motion to accept the Board quarterly report. Ms. Redfearn made a motion to accept the JPHSA Board quarterly report as received prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

D. JPHSA FY22 Budget – Ms. Dempster reviewed the JPHSA Board FY22 budget report for the Board. A discussion followed. Ms. Ehrle asked for a motion to accept the Board FY22 budget report. Mr. Arey

made a motion to accept the JPHSA Board FY22 budget as received prior to the meeting. Ms. Redfearn seconded the motion. Passed unanimously.

#### 4. Board Education

##### A. Executive Director Update – Dr. DiChiro Derbes reported as follows:

- Wrap up FY21 Budget – Ms. Dempster reviewed this report during the financial quarterly and final report earlier in the meeting.
- Proposed FY22 Budget – Dr. DiChiro Derbes asked Ms. Dempster to give an update on the proposed budget. A discussion followed and Ms. Dempster answered questions of the Board.
- Staffing Update – Dr. DiChiro Derbes reported there were two changes to the Executive Management Team. She stated Ms. Shaw retired and the Assistant Director, Ms. Staci Rodney, is acting Interim Director of JeffCare. Dr. DiChiro Derbes announced Mr. Dan Mui, who was the former Compliance Officer, is now the Director of Compliance and Performance Support Division. Mr. Mui also serves as JPHSA’s in-house Counsel.

B. Hurricane Ida Update – Dr. DiChiro Derbes reported on steps taken prior to the hurricane and steps taken post hurricane. She stated staff members came together and work amazingly as a team. Dr. DiChiro Derbes gave a report on the Elmwood facility and re-location of staff members from Elmwood to the West Jefferson facility. Both DDCCS and BHCS hit the ground running to continue to provide services to the Jefferson Parish community. She stated staffing is an issue due to the affects the hurricane had on staff members. A discussion followed.

C. Audit Update – Ms. Dempster stated there was delay due to hurricane Ida. She reported the auditors completed the audit on November 8, 2021 and will report at the December Board meeting. A discussion followed.

D. LDH Business Plan – Dr. DiChiro Derbes informed the Board of a LDH Business Plan presented to LGEs at the last HSIC meeting. She reported part of the plan is to have a funding formula to disperse new money only to the LGEs. She stated this would include state general funds, mental health block grant, substance abuse block grant, and any other funds for disabilities LDH receives. Dr. DiChiro Derbes told the Board LDH is working on the formula and will be setting up meetings with the LGEs to discuss further. A discussion followed.

#### 5. Monitoring Executive Director Performance

A. Allocations of Resources ENDS Monitoring Report – Ms. Ehrle opened discussion on the Allocations of Resources ENDS monitoring report. Ms. Ehrle asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Ehrle asked for a motion to accept the interpretation of the policy as reasonable. Mr. Arey made a motion to accept the interpretation as reasonable for the Allocations of Resources ENDS monitoring report as presented prior to the meeting. Seconded by Mr. Carroll. Passed unanimously.

Ms. Ehrle asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Ehrle asked for a motion to accept the data provided as documentation of compliance with this policy. Mr. Carroll made a motion to accept the data provided as documentation of compliance for the Allocations of Resources ENDS monitoring report as presented prior to the meeting. Seconded by Mr. Arey. Passed unanimously.

## 6. Monitoring Board Performance

A. Board Self-Evaluation – Ms. Ehrle volunteered to complete the Board self-evaluation.

B. Nominating Committee Report – Dr. Parker Brooks reported on behalf of the Nominating Committee stating the Committee nominates Shawnta Gardener-Taylor for the Chairperson position and Mr. Bruce Galbraith for the Vice-Chairperson position. Ms. Ehrle asked if there were any nominations from the floor. There were no nominations from the floor. Mr. Arey made a motion to accept the slate of officers as presented by the Nominating Committee. Mr. Carroll seconded the motion. Passed unanimously.

C. Recruitment – Ms. Valenti stated the Parish Council re-appointed Ms. Ehrle at their August Council meeting. Ms. Valenti informed the Board Ms. Redfearn's appointment would expire in December. She stated she spoke to Ms. Redfearn and she would like to remain on the Board. Mr. Arey made a motion to authorize the Board Chairperson to send a letter to the Jefferson Parish Council recommending the re-appointment of Ms. Redfearn. Dr. Parker Brooks seconded the motion. Passed unanimously.

Ms. Valenti then reported the open positions on the Board. She stated the Board now has openings in the Addictive Disorders, Professional position, Addictive Disorders, Advocacy, Developmental Disabilities, Professional position, Developmental Disabilities, Advocacy and a Judiciary position. Ms. Valenti also reminded the Board that Ms. Carriere-Williams has completed her term and is serving until the Board finds a replacement. This position is an Addictive Disorders, Professional position.

D. Board Conflict of Interest Form – Ms. Ehrle asked the Board members to fill out the conflict of interest form they received prior to the meeting and give to Ms. Valenti.

E. 2022 Yearly Agenda Planning – Dr. Parker Brooks volunteered to work with Ms. Valenti in drafting the Board's 2022 Yearly Agenda for the Board's approval at the December 6 Board meeting.

F. Mandatory Annual Ethics Training – Ms. Valenti reminded the Board members to do their annual ethics training on the State website and forward their certificate to her for filing.

G. Mandatory Annual Sexual Harassment Training – Ms. Valenti reminded the Board members to do their annual sexual harassment training on the Jefferson Parish website and forward their certificate to her for filing.

## 7. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, December 6, 2021, 6:00 p.m. at JPHSA's East Jefferson Building, 3616 S. I-10 Service Rd., W., 2<sup>nd</sup> Floor Training Room, Metairie, LA 70001.

## 8. Adjournment

Mr. Carroll made a motion to adjourn the meeting at 6:40 p.m. Ms. Redfearn seconded the motion. Passed unanimously.

  
SHA WNTA GARDENER-TAYLOR  
Board Chairperson