

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
March 15, 2013
MINUTES**

A meeting of the Board of Directors of Metropolitan Human Services District was held on Friday, March 15, 2013 at the District office. Dr. Pam Jenkins, Chair, called the meeting to order at 12:33 pm.

In addition to Dr. Jenkins, Board members in attendance were: Gwen Richardson, Dr. Joe Constans, Polly Campbell, Robin Pannagl, Joe Giarrusso and Dr. Petrice Sams-Abiodun.

Staff members present were: Judge Calvin Johnson, Dr. Charlotte Cunliffe, Meghan Ferris, and Sally Hays.

Approval of Minutes: Ms. Campbell moved approval of the January 18, 2013 and February 22, 2013 minutes. Ms. Pannagal seconded the motion, and it was passed unanimously.

Dr. Jenkins introduced herself and welcomed the two new Board members. She provided some information on her background and requested that the other members and the staff who were present do the same.

Chief Financial Officer's Report: Dr. Cunliffe reported on the status of the Board's request for an annual audit versus the current process of an audit every two years. She shared that the Louisiana Legislative Auditor's office had agreed to MHSD bringing in an audit firm in the years that the legislative auditors are not in-house. This decision will mean that MHSD will have either an independent audit firm or the legislative auditor in house annually.

Executive Director's Report: In accordance with the Board's monitoring calendar, Judge Johnson reported compliance with policies related to asset protection, treatment of consumers, compensation and benefits, and grants and contracts and provided supporting documentation. The Board approved inserting "For forms over which MHSD has control" in one of the policy prohibitions. It now reads: For application forms over which MHSD has control, use forms that elicit information for which there is no clear necessity.

Judge Johnson also spoke about facilitating community forums to provide information related to the agency's crisis continuum of care and to continue to reduce the stigma of mental health in the community.

Chair's Report: Dr. Jenkins asked the Board to address the appropriate way to correct an earlier administrative error that has resulted in a need to restore funds to the Louisiana State Employees' Retirement System (LASERS). After discussion, and because of an April 1st due date for first payment, Dr. Constans moved, pending an opinion from the MHSD Compliance Office confirming the Board's authority to do so, the approval of a partial restitution of funds to the Louisiana State Employees' Retirement System (LASERS).

Invitation for Public Comment: There were no members of the public present.

Adjournment: The meeting was adjourned at 2:22 pm.