



## Acadiana Area Human Services District-Board Meeting Minutes

### New Iberia Mental Health Clinic

**November 18, 2013**

**Members Present:** Georgie Blanchard (St. Martin Parish); Claire Daly (Governor Appointment/Iberia Parish); Janise Hardy (Vermilion Parish); Patricia LaBrosse (Governor Appointment/Lafayette Parish); Kay Marcel (Iberia Parish); Mary Neiheisel (Lafayette Parish); John Pitre (Governor Appointment/Evangeline Parish); George Pourciau (Acadia Parish); Amy Theobald (St. Landry Parish)

**Members Absent:** Rob Eastin (Evangeline Parish) – notified of absence

**Employees:** Brad Farmer, Executive Director; Jennifer Sonnier, Administrative Assistant; Ellen Deaton, New Iberia Clinic Manager

**Others:** Cindy Leleux/Arc of Acadiana Chief Operations Officer; Michael Sonnier, MSN, FNP-C/Arc of Acadiana, Director of Health Services

Agenda Item	Discussion	Action
Call to Order		Call to order by Dr. Mary Neiheisel, Chair at 6:17 p.m.
Roll Call	<u>8</u> board members personally present.	
Quorum	<u>8</u> board members personally present. (Board member, Georgie Blanchard arrived after roll call and quorum)	Quorum announced by secretary.
Approval of October 28, 2013, Minutes	Amy Theobald/Janise Hardy moved/seconded approval of October 28, 2013, minutes as presented.	Minutes approved unanimously as presented.
Solicit Public Comment Requests	Cindy Leleux expressed her appreciation for the invitation to attend.	
Public Comments/Input <ul style="list-style-type: none"> <li>a. Presentation from Arc of Acadiana</li> </ul>	Michael Sonnier presented information and responded to questions about the newly opened Lafayette Family Healthcare Clinic that is owned and operated by the Arc of Acadiana. This is a full-service outpatient clinic with personnel experienced in providing healthcare and behavioral health to	



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	and requesting a Level III assessment.	
<p>New Business</p> <p>a. Article X – Amendment to Bylaws (pg 7)</p> <p>b. Article IV, 1) c) – Duties of Treasurer (pg 3)</p>	<p>There was discussion of possible amendments to the Bylaws concerning duties of the Treasurer and Secretary and whether, or not, the Executive Committee is needed.</p> <p>New language for Treasurer duties was presented: 1. “The Treasurer shall assist the board to create and periodically review all board policies related to or that bear on financial matters. 2. Serve as a liaison with the CFO.”</p> <p>It was noted that while the Secretary should maintain records of meeting minutes the Bylaws should also state that records are kept at the AAHSD office.</p> <p><b><u>Mary Neiheisel, Chair asked Board members to review the Bylaws and submit other suggested changes to John Pitre, Bylaws Committee Chair, no later than November 25<sup>th</sup>.</u></b></p> <p>Suggested revisions will be provided to Board members at December meeting, but shall be mailed electronically prior to the meeting, and voted on in January.</p>	
<p>Comments from the Executive Director</p>	<p>Brad Farmer, ED commented that the Board training held Friday, November 15<sup>th</sup>, was great and that additional trainings will be provided as needed/requested. The training was taped for future use by the Board. Every Board member will receive a copy of the CD. CDs will also be available for newly</p>	

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	<p>appointed Board members and be used as part of new member orientation. The training video will also be posted to the AAHSD website.</p> <p>The Behavioral Health Community Coalition held a follow-up public forum on November 14<sup>th</sup> to further discuss gaps in the service system. Board members, Patricia LaBrosse and Kay Marcel attended. <b><u>Another forum is scheduled for December 12th</u></b> at the Tyler Mental Health Center at 1 p.m.</p> <p>A flyer on Behavioral Health Consumer Advocacy Forums conducted by the consumer advocacy organization, Mental Health America of Louisiana, was distributed. <b><u>The forum in the Acadiana regional is scheduled on Dec. 16<sup>th</sup>.</u></b></p> <p>There will be an afternoon (11:30 am – 1:30 pm) and evening (6:30 pm – 8:30 pm) session. Brad Farmer will attend the afternoon session and Board members are welcome to attend</p> <p>Some LGEs are reviewing the current MOU between the LGEs and DHH for possible changes.</p> <p>AAHSD has been notified it will be receiving its first legislative audit.</p>	
Comments from Chair	<p>Mary Neiheisel, Chair introduced Ellen Deaton. Ellen has been the Iberia Mental Health Clinic Manager since July 2014.</p> <p>Mary Neiheisel also noted how much she enjoyed the Board training held Friday, November 15<sup>th</sup>.</p>	

Agenda Item	Discussion	Action
Executive Session to discuss Executive Director compensation	<p>Patricia LaBrosse/George Pourciau moved/seconded that the Board go into Executive Session to discuss the ED's performance and compensation at 7:45 p.m.</p> <p>Kay Marcel/Janise Hardy moved/seconded that the Board return to Open Session at 8:30 p.m.</p> <p>John Pitre/George Pourciau moved/seconded that, based on an Excellent rating on his performance evaluation, Brad Farmer receive a 3 percent salary increase as a cost of living adjustment to take effect the first pay period in January 2014.</p> <p>Patricia LaBrosse expressed her opposition to the minutes not reflecting the full discussion held in the Executive Session.</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p>
Date and location of Next Meeting	<p>AGENDA:</p> <ol style="list-style-type: none"> <li>1. Election of 2014 Officers</li> </ol>	<p>Date and Time: Dec. 16, 2013, 6:15 p.m.  Location : Tyler Mental Health Center – 302 Dulles Drive, Auditorium 2, Lafayette, LA</p>
Adjournment	Patricia LaBrosse/Amy Theobald moved/seconded adjournment of meeting.	Meeting adjourned at 8:45 p.m.
Submitted by Secretary		 Secretary, AAHSDB