Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Ave, Suite B

Lake Charles, Louisiana 70607

November 2, 2017

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MINUTES

I. CALL TO ORDER

Gordon Propst, Chair called the meeting to order at 12:03pm noting that a quorum was present.

II. ROLL CALL

 a. Gordon Propst, appointed by Calcasieu Parish

 b. Corlissa Hoffoss, appointed by Governor Jindal

 c. Aaron LeBoeuf, appointed by Governor Jindal

 d. Betty Cunningham, appointed by Beauregard Parish

 e. Kristen Cassidy, appointed by Jefferson Davis Parish

 f. Scott Morgan, appointed by Allen Parish

 Absent: Diana Hamilton, appointed by Governor Edwards

 Angela Jouett, appointed by Cameron Parish

 EXECUTIVE STAFF PRESENT

 a. Tanya McGee, Executive Director

 b. Paul Duguid, Chief Financial Officer

 c. Nikki James, Executive Assistant

 d. Jenny Mills, Behavioral Health Division Director

III. INTRODUCTION OF GUESTS

Gordon Propst welcomed guest and invited them to introduce themselves. In attendance was Christina Mehal former ImCal board member appointed by Jefferson Davis Parish.

IV. APPROVAL OF MINUTES

Board members received October minutes prior to the meeting. Gordon Propst entertained a motion to approve the October minutes. Betty Cunningham motioned and Aaron LeBoeuf seconded. Minutes unanimously approved.

V. APPROVAL OF AGENDA

Gordon Propst entertained a motion to approve the agenda. Scott Morgan motioned and Corlissa Hoffoss seconded.

VI. Board Monitoring

1. Discuss Holiday Social

Gordon Propst stated the board would discuss the social in conjunction with date change of the next meeting under new business. Gordon reminded the board of an email sent by Nikki James regarding moving the December meeting to December 14th instead of December 7th. This change is due to ImCal moving to the Tower on December 1st and would allow staff time to unpack and get organized at the new location. The Board agreed to have the meeting on December 14th at 12noon.

Tanya McGee reminded the board that the social is usually immediately following the December meeting, however, the meetings are now at noon. Tanya stated ImCal cover the main meat dish and other members can bring sides. Gordon Propst stated Betty Cunningham and Nikki James will coordinate the menu for the social.

1. Recognition of outgoing board member Christina Mehal

Gordon Propst recognized Christina Mehal for serving 6 years on the ImCal Board. He noted Christina served several years with the founding ImCal Board members and helped establish the policy governance manual. Tanya McGee recognized Christina for bringing a treatment component as a provider in the private sector. Christina Mehal stated she was honored to serve on the ImCal Board and appreciated the opportunity.

Gordon Propst welcomed Kristen Cassidy, our new Board member representing Jefferson Davis Parish.

VII. EXECUTIVE DIRECTOR REPORT

 a. Communication & Support

Tanya McGee stated this policy pertains to the ED’s communication with the Board. The Executive Director shall not permit the board to be uninformed or unsupported in its work. The ED must provide the board with required monitoring data in a timely, accurate, and understandable fashion. The policy also discusses things the board cannot do. The ED must let the board know if they are out of compliance with the governance policy. Tanya does not have any recommendations for change to this policy. The board has no recommendations for change to this policy.

 b. FY19 Budget Submission-Recap Document

Paul Duguid reviewed the budget recap document which summarizes the 80+ page budget request submitted for FY19. Paul stated the appropriated budget for FY18 is $11,100,470. Paul reviewed the inflation adjustments which are provided by the DOA which is a general inflation of 2.84% ($84,253) and a medical inflation of 3.64% ($2,034). These rates are applied to travel, operating services, supplies, professional services, IAT, operating medical services, pharmacy medicines and other charges. Paul stated the compulsory adjustments are for market adjustments, salary base adjustments, retirement benefit adjustments, legislative auditor fees and other compensation (WAE employees that work up to 25 hours per week). We have one workload adjustment which is the lease rate is included because the real estate market is rapidly changing and we are moving.

The total request for FY 19 is $11,651,445 and breaks down as follows:

* State general funds- $8,021,686
* I.A.T- $2,028,284
* Federal (SAMHSA grant)- $399,949
* Fees & self-generated revenue- $1,201,526

c. HR211-Developmental Disabilities & HR55- Medicaid Integration Taskforce

Tanya stated the House Resolution 211 created the Disability Services Sustainability Committee. This is due to concerns regarding waiver slots, developmental disability services, having 14,000 people in state on a wait list for waivers. The legislative wanted to pull a team of stakeholders to discuss the main issues impacting developmental disability services, cost saving strategies and the needs of the providers. Tanya stated we are losing DD providers as they are experiencing difficulties sustaining staff. Tanya and James Lewis, DD director attended the stakeholder meeting and invited a provider from CARC. Tanya will keep the board informed on any future meetings held regarding HR211 and invited the board to attend if available.

Gordon Propst expressed interest in attending the meetings.

Tanya stated HR55 mainly affects behavioral health and has specific task force with members identified by the legislature. All LGE’s were invited and attended the meeting. This task force was put together to look at Louisiana’s current healthcare delivery for Medicaid enrollees with serious mental illness and render objective, fiscally feasible recommendations to the legislature for delivery of integrated primary and behavioral health services for Medicaid enrollees. Tanya provided the board a copy of the minutes from the task force meeting held in September. One of the things looked at is a client being unable to receive same day services for primary care and behavioral health due to Medicaid billing rules. Next steps include working on standardized billing across the 5 plans and looking at offering a specialized rate for agencies that provide integrated services which could potentially be paid at a higher rate. Both task force must complete a report to submit to the legislature by the next session showing what has been done.

 d. Update on move to the Tower

Tanya stated the move is still scheduled for December 1st to the Tower. ImCal is scheduled to have an in-service on November 17th by the property manager and hopefully have a walk thru of our floor. The movers will be delivering crates and rolling carts for files on November 8th for packing.

 e. Possible Sulphur BHC Satellite

Jenny Mills reported receiving a call from West Cal-Cam hospital to provide psychiatric services. This would help divert clients with behavioral health concerns being committed to psyc beds. Initially discussion was to share space, however, space is limited compared to what our needs are. ImCal currently provides services to 500 clients in the Sulphur area. ImCal has looked at several office spaces and have started conducting a survey if clients are interested in the services being in the West Cal –Cam community. Tanya reports operational cost would be approximately $35,000. ImCal is looking at existing contracts to possibly re-route some funds. No final decisions have been made. Scott Morgan and Aaron LeBoeuf asked about possible spaces on the grounds of West Cal-Cam hospital, however, Tanya stated the spaces available were either too small for not available. Tanya will keep the board updated on the progress of a Sulphur Satellite.

VIII. NEW BUSINESS- Change in date

Board has approved change of date in December. Betty Cunningham invited board to the grand opening of the Beauregard Courthouse on November 9th from 4pm to 6pm.

 IX. NEXT MEETING- December 14, 2017

 X. ADJOURNMENT

Gordon Propst entertained a motion to adjourn the meeting. Kristen Cassidy motioned and Corlissa Hoffoss seconded. Meeting adjourned at 1:19pm.