

**Capital Area Human Services District Board Meeting
Monday, May 7, 2012**

Directors Present: Kay Andrews, Christy Burnett, Vice Chair, Barbara Wilson, Dana Carpenter, Ph.D., Gail Hurst, Sandi Record, Rev. Louis Askins, Victoria King, Becky Katz, Jermaine Watson, Chairman, Wayne Delapasse, Amy Betts

Directors Absent: Kay Long, Gary Spillman, Tandra Davidson, Kathy D'Abor

CAHSD Executive Staff Members: Jan Kasofsky, Ph.D., Executive Director, Carol Nacoste, Deputy Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
<p>Approval of Agenda Approval of the Minutes for: March 5th, April 2nd, and April 4th, 2012</p> <p style="text-align: center;">Tab 4</p> <p>Emergency Ex. Director Succession</p> <p style="text-align: center;">Chairperson's Role</p> <p>Board Members Code of Conduct</p> <p style="text-align: center;">Policy Review</p>	<p>Jermaine Watson, Chairman</p>	<p>The Board meeting was called to order at 3:02pm by Jermaine Watson, Chairman. Motion for approval of the March 5, 2012, April 2, 2012 and April 4, 2012 minutes as written with the consent for the April 2nd and May 7th agendas made by Christy Burnett. The motion was seconded by Barbara Wilson and there were no objections. The motion passed.</p> <p>ACTION: Reviewed & Approved: Christy Burnett moved 1st, Kay Andrews 2nd to accept emergency ex director letter. No objections.</p> <p>ACTION: Reviewed and approved: Rev. Askins moved to accept, Amy Betts seconded. No objections.</p> <p>ACTION: Reviewed and approved: Sandi Record moved to accept and Dr. Carpenter seconded. No objections</p> <p>Item was pended at the last meeting due to lack of quorum. Page 3, Government assigned to K. Andrews for the next meeting.</p>	<p>.</p>
Reports from Executive Director			
<p>Reports from Executive Director</p> <p>Underage Drinking Town Hall Meetings Tab 2</p>	<p>Dr. Kasofsky</p> <p>Dr. Kasofsky V. Gettys</p>	<p>Dr. Kasofsky stated that there were several different initiatives under the Communications bullet. She introduced Vivian Gettys who provided an update regarding the recent Town Hall meetings pertaining to underage drinking. Dr. Kasofsky explained that each Board member had a Power Point presentation with his/her parish information in their binder. Dr. Kasofsky stated that she was unable to attend any of the Town Hall meetings due to scheduling conflicts and requested feedback from those Board members who were able to attend. Board members reported as follows:</p> <p>Ascension: Christy Burnett reported that she saw some new faces in</p>	<p>.</p>

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Underage Drinking Town Hall Meetings	Dr. Kasofsky V. Gettys	<p>attendance but was disappointed with the small turnout. Russell Graham from Louisiana State Troopers attended. She provided a brief overview of meeting topics, i.e. drinking at parties with/without parent’s permission, prom and graduation. She indicated that she really liked the ad “One bad decision could change your future.”</p> <p>EBR: Dr. Carpenter stated that he attended the EBR meeting and that it went well. He said that there was a good crowd in attendance and they asked good questions.</p> <p>East Feliciana: Kay Andrews/Barbara Wilson: They both indicated that they were very impressed. Mike Fleming and Joan Stewart were complimented on a job well done. Would have liked to have more in attendance. There was discussion of those who were in attendance.</p> <p>West Feliciana: Amy Betts reported that she was disappointed in the meeting attendance but understands it was low because of several activities happening that day. Five students from SADD attended. She shared that one family in their parish has been prosecuted for serving liquor to minors. She stated that media attended the meeting in West Feliciana.</p> <p>V. Gettys showed the Board copies of the two billboard advertisements displayed in different locations. She said they are working to get the word out in different ways by using meetings and billboards. There was discussion regarding the possibility of using an electronic medium, possibly a webinar. There was discussion as to whether or not drinking is more prevalent in the rural areas. V. Gettys stated that it is pretty much across the board. V. Gettys shared the following common themes throughout the meetings: “How to get parents involved?” and “How to use different types of media to increase awareness?”</p>	
Public Forum Flier Tab 2	Dr. Kasofsky V. Gettys	<p>Dr. Kasofsky asked the Board to look at the Public Forum Flier behind Tab 2. She stated that this is an excellent event and encouraged them to attend. Approximately 100 attend annually. V. Gettys stated that the Forum is a good opportunity to receive feedback from the public about our services. This information is used to identify areas for improvement. The information obtained is used for strategic planning and is very worthwhile. This is part of our Federal Block Grant requirements and documents that the public has an opportunity to speak. Dr. Kasofsky stated that CAHSD has learned that what we think is important is not always the most important thing to clients. Dr. Kasofsky outlined the different types of people that typically attend the</p>	

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<p>Pointe Coupee: Community Health Advisor Program Progress</p>	<p>V. Gettys</p>	<p>forum. O'Brien House Executive Director, Katherine Martin brings people from her residential facility. Dr. Kasofsky shared a story of how three men who had received treatment in the CARP drug treatment program described the biology of addiction and that they wished they had understood the biology earlier in their lives. She stated that learning this information made a difference in their recovery and they connected with it. There was discussion that learning their addiction is an illness helps to destigmatize people with addiction problems. Dr. Kasofsky explained the physical setup of the forum with the availability of CAHSD clinicians for discussion and the interaction with the providers.</p> <p>V. Gettys stated that at every Town Hall Meeting, attendees were asked questions about the services CAHSD provides. She stated that one common theme in the Town Hall meetings was the focus on adolescent services. She announced this week is Children's Mental Health Awareness Week. She shared that School Based Social Workers are doing a really nice campaign on violence in school, particularly bullying this week, and this has reached the media.</p> <p>V. Gettys informed the Board that the Prevention Division has purchased some holistic health guide teen booklets. These booklets will be distributed at all of the schools where the CAHSD Social Workers are located. She shared that it is a really nice pocket guide of good health practices. The guide also has a place for Social Workers/school counselors to put their business cards.</p> <p>Pointe Coupee Program: V. Gettys explained that the idea of the program is to have trained people in the community do outreach, education, and care management for people who are very hard to reach, may have some health literacy issues or unable to access service. Four people from the community of Pointe Coupee will be hired. Training will begin soon. Tulane University has a grant to do community health worker training in Louisiana and we are eligible to participate. The Tulane Trainer will go to Pointe Coupee and the training begins May 14th. The program services should begin in June. V. Gettys stated that there have been 8 applicants. She stated that the Steering Committee has been great and will continue to meet and move forward.</p> <p>V. Gettys informed the Board that the 2012 Resource Guides are available. This guide provides information about services available throughout the</p>	

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CAHSD Countdown Tab 2	Dr. Kasofsky	<p>seven parishes. These guides were available at the Town Hall meetings as well.</p> <p>Dr. Kasofsky asked the Board to look at the “Countdown” which is an internal letter written by her to update CAHSD staff on what is going on as it pertains to managed care and getting ready for CARF accreditation. This particular memo provides information relating to our Interim Medical Director, Aniedi Udofa, MD. She stated that Dr. Heintz has decided to work at OLOL with the Residency Training Program. She informed the Board that Dr. Udofa has been with CAHSD for ten years and has done a great job within just a few weeks as Interim Medical Director. Dr. Kasofsky announced that a full-time psychiatric nurse practitioner has been added to our staff. CAHSD now has two full time nurse practitioners. Nurse Practitioners are allowed to bill and provide services. The physicians are identifying stable clients within their caseloads that the nurses can provide services for in a team setting with the physician.</p> <p>There was discussion regarding the picture of Dr. Kasofsky and Bruce Greenstein in the Advocate on April 27, 2012.</p> <p>The poster and the actual authors of the MHERE article were presented out to the Board. Dr. Kasofsky stated that much of the MHERE data CAHSD has been collecting was in the publication as a poster and is being presented at the APA in Philadelphia this week.</p> <p>Dr. Kasofsky informed the Board that the Baton Rouge Business Report does a health insert every year. She reported that CAHSD has purchased a two page spread which will be a compilation of CAHSD’s outstanding accomplishments. She stated that the article is almost completed and was exciting to write.</p>	
Physician Coverage and Tele-Health Expansion	C. Nacoste	<p>Carol Nacoste provided information regarding the physician coverage and tele-health expansion. CAHSD has done two things, both in terms of technology and in terms of physician coverage. Currently CAHSD is negotiating a contract with a tele-health organization to provide additional tele-health services in the CAHSD Child/Adult Clinics. This coverage is needed due to a physician shortage. She stated that tele-health equipment has been purchased to be installed in all of our major clinics. CAHSD has also purchased software that will allow all satellites and mobile clinics to</p>	Dr. Kasofsky is to forward a copy of the final draft to Board members.

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<p>Magellan: Medicaid Applications/Letters and Posters –Tab 3</p>	<p>Dr. Kasofsky C. Nacoste</p>	<p>take tele-health services with them to the rural areas. The goal is to have in place no later than June 1st. Initial goal was May 1st but the physicians doing tele-health must have a Louisiana CDS in addition to their DEA which most do not have and this has been a snag. The tele-health physicians are in the process of applying for their required Louisiana CDS license.</p> <p>Dr. Kasofsky informed the Board that this item is important for them to be aware of because they may be contacted by clients from their parishes. Carol Nacoste explained that every individual who does not have Medicaid or private insurance must now apply for Medicaid. What this means is that any individual who is receiving CAHSD services and (1) is not currently on Medicaid (2) does not have private insurance or (3) is not a fee paying client of the full fee and wants to pay the full fee, must apply for Medicaid. Many will be denied. C. Nacoste explained that several things must happen. Clients must either (1) have a denial letter that is less than 12 months old or (2) must apply and become eligible for Medicaid. Currently approximately 50% of our clients are on Medicaid. Once all have completed this process, approximately 80-90% of all CAHSD clients will be Medicaid eligible. Because of their illness, many clients simply have not applied, or are not capable of applying on their own. CAHSD has employees who have been trained to complete Medicaid applications. All of our centers have been certified as MAC (Medicaid Application Centers) to assist clients to apply. C. Nacoste stated that anyone who walks into our facilities and refuses to apply for Medicaid will be in a position to pay a full fee for their services unless their physician states that they are not capable of completing the eligibility process. She stated that even though CAHSD is not a free clinic, many of our clients who are not Medicaid have received free services in the past. This may be problematic since those clients have become accustomed to receiving free services. We are moving into the Magellan model and they are managing Medicaid and are not willing to pay with State general funds for clients who should be Medicaid eligible or who should be paying for their own services. Dr. Kasofsky stated that expansion of Medicaid is happening nationally. The reason the State needs these forms filled out is that the budget is based on CAHSD seeing a certain number of clients who in the past haven't been Medicaid eligible, filling out the forms, and meeting the eligibility or waiver. This is a way for the state to receive a Federal match. Instead of \$50 being used, the state would use \$10 and get a match of 5 to 1 where it is now 3 to 1. If the client is Medicaid eligible or gets the 1915 (i) waivers in place, then the state can get as much as 5 to 1 Federal match. The match would relieve the burden on state dollars. State dollars</p>	

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Magellan: Medicaid Applications/Letters and Posters –Tab 3	Dr. Kasofsky C. Nacoste	<p>are running low so everything they can move out of the state dollar arena and into a federal arena is where they want to go. This may be difficult for some of our clients to do but assistance is available to complete these applications. For those that simply cannot complete an application because they are so severely ill, physicians are going to be able to state that they cannot do it and they will be able to get waivers for a period of time. There was discussion regarding the process when a client presents for service. Informative fliers have been placed in all CAHSD clinics/facilities. Every time a CAHSD client presents for an appointment, they are provided a copy of the flier and designated staff have a discussion with the client at that time and information is mailed to the client's home address of record. Dr. Kasofsky explained that there are previous instances where clients were receiving free services and did not complete the application because the family wanted to claim the client on their income tax. Dr. Kasofsky stated it would not be fair for only some CAHSD clients to be required to complete the application. She stated that the CAHSD budget will be based on clients who deserve to be on Medicaid. CAHSD will be expected to bill Medicaid and collect dollars to pay for the services provided. This provides for funding to employ staff. It is much more like a private sector model as that money will not be in our budget. We are not saying you cannot receive services here. What we are saying is that to be able to receive free services here you have to fill out this form or let us assist in completing it. There may be a push back from clients and they will be the ones that probably should not have been receiving free services. C. Nacoste stated that Medicaid has implemented a new website that allows you to actually go in and check if an individual has Medicaid. In the past, CAHSD has always depended on the client to notify us but now CAHSD is checking the site. This new system is much easier and allows anyone with access to Medicaid verification to go in and enter the client's social security number and date of birth. The site will indicate whether or not that client has Medicaid. In the last few weeks we have found almost 300 people in our clinics actually have Medicaid but have not been reporting it. C. Nacoste stated that we probably have approximately five thousand clients on Medicaid.</p> <p>Dr. Kasofsky stated that while CAHSD has been having problems with Clinical Advisor, the electronic health record, it is improving and is going to bring some benefit. Benefits will be in the Strategic Plan, in the Ends and to expand the number of insurance companies that we work with. The billing system will allow CAHSD to complete an application more easily to become a provider in more networks. Our clinicians and financial staff will be able</p>	

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MHERE Discussions	Dr. Kasofsky	<p>to verify online insurance and copay for clients. In the past this has been difficult.</p> <p>Dr. Kasofsky stated that the OLOL collaboration between LSU and EKL will be shutting its doors a year from this October and will have a huge impact on whether the mental health emergency room will be able to stay there. For it to stay there, because it is licensed as a satellite, it would have to align with a local emergency department. The BRGMC, OLOL, Lane or Ochsner would have to say “I want that and when I get surveyed that can be part of my survey.” Dr. Kasofsky reported that she was asked by the BRGMC and DHH to meet. They’ve had several meetings and both feel very compelled to do something about the MHERE and possibly before EKL shuts down. She explained the meeting process. They had two days of productive meetings. There was a facilitator that she met with in advance and provided the materials and data. It was concluded that if the MHERE shuts down, all of those clients will be going to the BRGMC ER. Their ER will basically become the next MHERE and people with physical emergencies would not be able to come in. She explained that once someone with a behavioral problem comes in the ER, it takes quite a while to work them up and stabilize them, to do a good assessment, to start treatment and then to determine whether to discharge them home or to another level of care. There were very serious discussions and the doctors and administration understood the importance and drew some very good conclusions. This is a community matter, not just an ER bed; this is a linkage to physical healthcare and has to coordinate with jails and law enforcement on the street. She also discussed this with Scott Wester, OLOL, who agreed that it is bigger than just a bed. Dr. Kasofsky will be arranging a meeting with the two hospital heads She stated that in the CEA that LSU has in place with OLOL, a certain percentage of clients with Medicaid and who are indigent must be seen. It is required by their agreement. Dr. Kasofsky stated that there could be a wonderful “friendship” around this.</p>	
Budget Update	C. Nacoste	<p>C. Nacoste stated that last week they were contacted by DHH and informed as part of the 300 plus million dollar reduction, approximately \$140 million of that is going to be shouldered by them. CAHSD is looking at a \$533k budget cut for our next fiscal year. C. Nacoste stated they are attempting to get that reversed so that CAHSD doesn’t have to take the cut. This cut would be in addition to what has already happened with our budget. C. Nacoste stated no additional cuts are anticipated for this year at this time, but</p>	

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Budget Update	C. Nacoste	<p>that can change She reminded the Board of the pharmacy privatized downstairs and the savings of \$240K and stated that money is available to be put up as cut if needed. C. Nacoste explained that the more clients on Medicaid, the fewer clients CAHSD will have to purchase medications for which will be an additional savings. Dr. Kasofsky reported that the pharmacy is going really well. She suggested that the Board take a tour next month and they can see the Pharmacy and also see the tele-medicine equipment.</p>	
Ends Policy Status Update:	Dr. Kasofsky	<p>Dr. Kasofsky stated that the current status is that twice a year she is asked to provide status re: Ends Policy. She stated that the Board could review and get back with her at the next meeting. This does not require a vote but is just to make the Board aware of accomplishments of the last 4 months. There was discussion regarding locations of the School Based services in East Feliciana.</p> <p>Dr. Kasofsky stated that CAHSD is the only agency in this state able to provide services in the schools and bill Medicaid. Dr. Kasofsky explained that CAHSD received approval right before she came to CAHSD and was only located in 3 schools. CAHSD has 24 schools now but Medicaid said they couldn't afford to do this all over the state but CAHSD data/outcomes were so good they didn't want to stop us from doing it. They capped us at 24 schools. She explained the process of expansion as satellites to our Children's Program. CAHSD was allowed to stay in their current schools but couldn't expand.</p> <p>CAHSD has to get permission to make changes, i.e., if we want to leave one school because it becomes a charter school and/or they don't want us there anymore or there is a school where the superintendent comes to CAHSD and says we are really needed in another school. This is what has recently happened in Iberville. The superintendent came to us and requested someone be placed in an elementary school where they have a lot of kids having trouble (Dorseyville). Dr. Kasofsky told Board members that if something is changing in their parish, there will be a good reason as to why. C. Nacoste and Dr. Kasofsky attended a meeting with Magellan recently and it is unclear if they are going to pay for this treatment in schools. In Ascension Parish, the Federally Qualified Health Center has moved in and went into a different school than originally reported. Spectrum is a private company and is moving into Ascension and EBR but if they can't bill they won't be staying.</p>	<p>Board to take a tour of Pharmacy and tele-med equipment</p> <p>Bethany Sclafani, School Based, to attend next Board meeting and provide a report.</p> <p>A highlighted version of Ends Policy to be emailed to Board members and put on Agenda for next meeting.</p>

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Board Membership Status	Dr. Kasofsky	Dr. Kasofsky stated that she is trying to provide Board members with the ability to rotate on/off the Board in a timely way and to recruit Board members who really want to be on the Board. Dr. Kasofsky provided an update regarding status of pursuing new Board appointments. She stated that we are no closer than we were initially. Dawn Guillot, Attorney, is being copied on all correspondence. Dr. Kasofsky requested that the Board members look at the Board roster being circulated and make any needed changes. She stated that we need to get the next members whose terms are expiring in June/July on Police Jury/Council Agendas to expedite nominations and not contribute to holding up the process. There was discussion regarding the law that when your term is up, the Board member serves until replaced. Recap of Board member terms: (1) Ascension: Both terms expire in July. (2) East Baton Rouge: Dr. Carpenter, 4/22/2013, J. Watson would like to stay (3) East Feliciana: K. Andrews would like to stay, B. Wilson has another year (4) Iberville: Rev Askins and K. D'Albour, have until first of year (5) Pointe Coupee: G. Hurst: July and would like to stay (6) WBR: W. Delapasse, expired and have submitted paperwork (7) West Feliciana: A. Betts and S. Record terms expire this summer and both would like to stay.	
Reports from the Chairman:			
Board Members Self-Evaluation Form – Tab 5	J. Watkins	Jermaine Watkins and Dr. Kasofsky explained the purpose of the evaluation form.	
Nominating Committee	C. Burnett	C. Burnett reported that the Nominating Committee met prior to the Board meeting. She stated that it is time for the election of the board. A ballot was passed to each board member present. Board members will vote at the next meeting but names can be accepted at this time. No names were given. This is pended for the next meeting. Christy Burnett, Chair Gail Hurst, Vice Chair	The electronic version of the form will be emailed to the Board members and can be returned via mail, email or at the next meeting.
June Board Meeting Date	Dr. Kasofsky	There was discussion regarding the date of the June meeting. In the past two years, the Board has combined the Annual Forum with a board meeting. This has prevented the need for board members to come to EBR twice in one month and not miss the opportunity to attend the Forum. Annual Forum is scheduled for June 21 st and is a Thursday. Meeting would be directly following the forum at about 11:15a.m. There will be no meeting in July.	K. Bray will send out an email with timeline to respond if will attend.

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		<p>Dr. Kasofsky announced that she will be out of the office on Monday to do a survey in Shreveport – they are looking to become a district. She is traveling to Baltimore on Tuesday morning relating to SAMHSA funding for mental health and physical health integration.</p> <p>There was no one from community at the meeting and the meeting adjourned at 4:45p.m.</p>	
Next Meeting		The next Board meeting will be held on June 21, 2012 at 11:15a.m at the Louisiana State Archives Building at 3851 Essen Lane, Baton Rouge, LA.	