

**Capital Area Human Services District Board Meeting
Tuesday, May 13, 2014**

Directors Present: Vickie King, Chair, Kathy D’Albor, Vice Chair, Kay Andrews, Amy Betts, Christy Burnett, Dana Carpenter, Ph.D, Denise Dugas, Becky Katz, Sandi Record, Kristen Saucier and Gary Spillman

Directors Absent: Rev. Louis Askins, Gail Hurst, Stephanie Manson, Jermaine Watson, and Barbara Wilson

CAHSD Executive Staff Member(s) Present: Jan Kasofsky, Ph.D., Executive Director, Carol Nacoste, Deputy Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the May 13, 2014 Consent Agenda and Approval of the Minutes for April 7, 2014.	Vickie King	Vickie King called the meeting to order at approximately 3:04pm. Christy Burnett made a motion to approve the May 13, 2014 consent Agenda and the minutes of April 7, 2014. Kathy D’Albor seconded the motion.	There were no objections and the motions passed.
Announcements	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky thanked the Board for allowing the May Board meeting date to be changed to accommodate her attendance at the National Council meeting in Washington, DC. She provided a brief overview of the meeting and stated that she received very good information regarding providing mental health care in jails. This information was used in a meeting on Friday with the Warden and head of prison medical. • CAHSD has completed the first week of providing care in the East Baton Rouge Parish jail and the week went very well. • Dr. Francine Morrison, CAHSD physician, passed away this past week. She worked in East and West Feliciana Parishes. Dr. Kasofsky and Dr. Udofa attended the memorial service on Sunday. • Dr. Kasofsky was invited to speak for a national group in New Orleans on June 4th. They are having a keynote session on community partnerships. She is the only speaker representing the South. • USA TODAY is doing a series on mental health. Dr. Kasofsky has a link that she will provide to the Board. The New York Times will also be doing a series on mental health later in the summer. • Dr. Kasofsky thanked Christy Burnett and Gary Spillman for attending the West Side Collaborative and Kathy D’Albor for sending someone to attend. Their support is appreciated. The goal is to increase NFP Program Referrals. 	
Communications	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided an overview of recent articles published in The Advocate, both related to men who died in the Parish Prison. Dr. Kasofsky was interviewed in one of the articles regarding the closure of 	

		<p>the Mental Health Emergency Room.</p> <ul style="list-style-type: none"> • The article written by Dr. Kasofsky for the Health Care Journal of BR has been published and is out electronically. Copies have been requested for each of the Board members. Dr. Kasofsky will use this article to promote people to take action about the crises occurring in the ERs. 	
Magellan Seed Grant	Dr. Kasofsky	<ul style="list-style-type: none"> • Magellan Seed Grant: This grant provides funding to place a Peer in the East Baton Rouge Parish Prison along with the CAHSD social worker. Tonja Myles has been hired to work as the Peer and is no longer working with BRAVE. 	
DHH Proposal for New Money – Total Health	Dr. Kasofsky	<ul style="list-style-type: none"> • The Board reviewed the DHH proposal included in the Board packet. Dr. Kasofsky stated that DHH has received pressure from the Legislature to create a formula that all local governing entities (LGEs) or districts and authorities agreed upon. DHH and the LGEs have met for a few weeks to incorporate the factors they felt should be used for any new money that should come. This is important because DHH is unwilling to go back and reallocate money. Historical allocations were not made on a rational basis. • Dr. Kasofsky stated that she and Ms. Nacoste approve of the formula created and they were part of the process. In the future, CAHSD will receive 12.5% percent of new money. 	
Woman’s Hospital Project – Screening Brief Intervention Referral Treatment Program (SBIRT)	V. Gettys	<ul style="list-style-type: none"> • SBIRT is a national, evidenced based, early intervention model program that has been shown to have good outcomes on prenatal and other primary care populations and is provided by CAHSD staff and based at Woman’s Hospital. She stated that in 2005, Woman’s Hospital was one of the collaborating partners along with Baton Rouge General and EKL for the Fetal Alcohol Spectrum Disorders Program at CAHSD. This was a very successful program and was funded through SAMHSA. This program ended that transitioned at the State level. There was some expansion statewide and it was a successful model and transitioned to the LAHART System, which is an electronic screening system for pregnant women that is being used in the prenatal care setting and is reimbursed through Medicaid. • CAHSD can now bill Medicaid for screening and brief intervention. The goal is to revisit this co-location model to move our services beyond the CAHSD locations and into other settings. • The Medicaid population at the Woman’s LSU Clinic is very needy and could benefit from these services. • Implementation is in process at two sites. <ul style="list-style-type: none"> ➢ Dr. Fraiche’s office in Gonzales. This program has started a pregnancy “Centering” model funded by grant money. CAHSD has a social worker onsite one day a week to do brief intervention when 	

		<p>screened positive for substance use, depression, or domestic violence. Our social worker can bill for these services.</p> <ul style="list-style-type: none"> ➤ Woman’s LSU Clinic Site– has a higher volume of births and more women to see than this clinic. CAHSD has social worker onsite there on Thursday and Friday mornings each week. ➤ The SBIRT program is at both locations. Their staff screens clients using their choice of screening tool. CAHSD social workers do the brief intervention services. Those services are billable. The clients don’t have to come to CAHSD. ➤ Most women who screen positive have mild-moderate use and are amenable to onsite brief counseling and supportive type services. The women who need more intense treatment will be referred to CAHSD. The physicians and residents are receptive to the program. 	
Annual Addiction Recovery Public Forum	V. Gettys	<ul style="list-style-type: none"> • V. Gettys provided an overview of the Annual Addiction Recovery Public Forum report included in the Board packet. She stated that there was good attendance and feedback was received from those attending. 	
Grant Funding Proposal	V. Gettys	<ul style="list-style-type: none"> • Hillman Foundation Proposal –There is a 3-step process for a grant award from the Hillman Foundation out of New York. This grant funds nurse driven innovative models of care delivery. It is a competitive and two grants will be awarded, \$600K each over a 3 year period. CAHSD’s thought process was to seek funding this year even though we still have the SAMHSA grant money. The Hillman grant will allow CAHSD to address more challenging aspects of our health programs and recruit additional staff to help us with expanding some of the following wellness programs. <ul style="list-style-type: none"> ➤ Weight management ➤ Smoking cessation. ➤ Capitalize on peer groups ➤ Chronic disease management - a number of CAHSD clients have hypertension and diabetes. ➤ Use RN Health Educators to work more intensively with high risk clients. • Grant awards are effective January 1, 2015. This grant doesn’t limit the population served. • CAHSD internships and residency programs were noted in the Hillman grant proposal. 	
Proposal for BRCC School of Nursing clinical site &	V. Gettys	<ul style="list-style-type: none"> • There has been discussion with the Dean at the BRCC regarding field placement of their nursing students at CAHSD. There was discussion regarding the need for more clinical training sites for nursing students. • Behavioral Health training sites will make nurses more comfortable working with that population. 	

OLOL Residency Program Changes	Dr. Udofa	<ul style="list-style-type: none"> • Dr. Udofa provided an overview of the changes being made to the OLOL Residency Program at CAHSD. The changes are outlined in a letter from Dr. Kathleen Crapanzano included in the Board packet. The assistance promised at the beginning of CAHSD’s involvement with the Residency Program is not happening. Dr. Udofa explained the changes made to the placement of the residents and the impact on CAHSD. Some of the residency program changes being made at CAHSD can be attributed to OLOL now having a resident’s clinic. • Medicaid/Medicare rules have changed relating to residents and physicians. Now physicians must see every patient with the resident. 	
East/West Feliciana Addiction Recovery Satellites	Dr. Udofa	<ul style="list-style-type: none"> • Dr. Udofa stated that she is working hard to make sure that the services that have been provided by Dr. Morrison at the East/West Feliciana clinics aren’t going to change. She stated that she is looking at more effective/creative ways to provide the services. 	
Reopening of West Feliciana Addiction Recovery Satellite	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky stated that a decision had been made to reopen this satellite but due to the death of Dr. Morrison, that plan is now on hold. CAHSD will continue to look at opening the satellite due to the requests from probation/parole as well as from the Judges. They believe that the volume is there to support opening the clinic. 	
Satellite Mental Health Clinic hours	Dr. Kasofsky	<ul style="list-style-type: none"> • The handout with the satellite clinic hours was discussed. Under East Feliciana, it says it is located in the West Feliciana Parish – needs to be changed. • The clinics listed are only the mental health clinics Addiction Recovery. • The handout will be corrected and reformatted/. 	Need to revise the flyer prior the next Board meeting
BH Collaborative – May 16th	Dr. Kasofsky	<ul style="list-style-type: none"> • David Hood is giving a presentation regarding the Affordable Care Act at the BH Collaborative meeting on May 16th beginning at 8:30a.m. • Immediately following the presentation, there will be a meeting with area hospital staff regarding the type of orientation CAHSD can offer to hospitals in our area re: services available at CAHSD and how they can make an effective referral. • Denise Dugas recommended that the CAHSD orientations be held during ER Dept. meetings. 	
Self-generated Revenue Report	Dr. Kasofsky Ms. Nacoste	<ul style="list-style-type: none"> • Dr. Kasofsky reviewed CAHSD’s net revenue monthly goal and stated that CAHSD is doing well. Due to the hard work of CAHSD staff and the increase in net revenue, CAHSD was able to give employee merits. The hard work of staff is the reason why merits were given. • Ms. Nacoste provided a detailed overview of the self-generated report and explained claims activity. • Contract billing staff has been hired to clean-up errors and bill for unpaid claims in Clinical Advisor from their home. She explained in detail how that data is secured by using CAHSD computers only and that 	

		<p>the billers can only bill through the CAHSD system. They are unable to make changes to the data. Ms. Nacoste explained how the contract biller's productivity is measured and their hourly pay rate set.</p> <ul style="list-style-type: none"> • Dr. Kasofsky stated there had been a mistake on CAHSD budget cuts for next year by DOA as well as Florida Parishes Human Services Authority. They have discussed the mistake with the DOA & DHH and they agreed it was an error. DHH is trying to get the error fixed. • Dr. Kasofsky has asked Congressman Bill Cassidy to call the Governor on behalf of CAHSD re: the error in our budget. If this error is not corrected it would mean a cut of approximately 13 clinical positions at CAHSD. 	
Ends policy	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided a brief overview of the updated Ends Policy located in the Board packet. She requested that the Board members review the document and ask any questions. 	
Board Membership Update	Karen Bray Dr. Kasofsky	<ul style="list-style-type: none"> • Barbara Wilson was reappointed on March 27th. • Madison Hentze with Boards/Commissions is in the process of communicating with PC regarding filling our vacant position. • The goal is for the Pointe Coupee appointment and Vickie King's appointment to be in the same group of appointees. • No progress has been made regarding Jermaine Watson's inactivity. The information has been resent to Madison Hentze. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Emergency Executive Director Succession, Letter	Vickie King	<ul style="list-style-type: none"> • Vickie King stated that the Board is in compliance with this policy. In the event Dr. Kasofsky couldn't perform her duties, C. Nacoste would assume her responsibilities. 	Passed
Chairperson's Role	Vickie King	<ul style="list-style-type: none"> • Vickie King reviewed the policy and stated that the Board is in compliance with this policy. 	Passed
Board Member's Code of conduct	Vickie King	<ul style="list-style-type: none"> • Vickie King reviewed the policy and stated that the Board is in compliance with this policy. <p>Christy Burnett made a motion to approve the policies without revision. Sandi Record seconded the motion. There were no objections and the motions passed.</p>	Passed
Board Member's Self-Evaluation	Vickie King	<p>There was discussion regarding the evaluation tool. The tool will be revised as follows:</p> <p style="padding-left: 40px;">Change to reflect a 3 year plan instead of 5 year plan. Delete the chairman's evaluation Board members will complete Sections A & B only.</p> <p>Board members can complete and submit their evaluations today or send</p>	Members are to complete the form & forward to Ms. Karen Bray for collation.

		later via email or fax.	
Nominating Committee	Vickie King	Vickie King presented the nominees on the Draft Ballot. The Board will vote at the next meeting. The Nominating Committee proposed Gary Spillman as Chair and Kay Andrews as Vice Chair. They have both accepted.	
Policy Review Process			
Next Assignment	Vickie King	<ul style="list-style-type: none"> Global Executive Constraint – Page 3 of 58. Becky Katz reviewed the policy and provided an overview to the Board. She stated that the Board is in compliance with this policy. 	
Next assignment		<ul style="list-style-type: none"> Treatment of Consumers, Page 4 of 58. Kay Andrews will review. 	
Community Participation	Vickie King	<ul style="list-style-type: none"> There was no community participation. 	
Next Meeting	Vickie King	The June 2, 2014 meeting will be at CAHSD @ 3:00p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 205.	