

**Capital Area Human Services District Board Meeting – via ZOOM
August 3, 2020**

Directors Present: Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Laverne Aguillard; Dwayne Bailey; Amy Betts; Kathy D’Albor; Vickie King; Toddie Milstead; Rikki Permenter, PhD; Edward Songy, Jr; Genny Nadler Thomas; Stephanie Webb; Rachael Wilkinson and Mary Winfield.

Directors Absent: Virginia Pearson

CAHSD Staff: Jan Laughinghouse, PhD, LCSW-BACS; Shaketha Carter

Guests: Rusty Jabour

	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the August 3, 2020 Consent Agenda and Approval of June 22, 2020 Minutes.	Ms. Hobdy	<p>Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:10 p.m. Roll was called and a quorum was present.</p> <p>Ms. Hobdy and Dr. Laughinghouse both welcomed the following new CAHSD Board members: Mr. Dwayne Bailey, Ms. Toddie Milstead, Mr. Edward Songy, Jr., Ms. Rachael Wilkinson and Ms. Mary Winfield.</p> <p>Dr. Laughinghouse congratulated Ms. Hobdy as newly elected Board Chair and Mr. Thomas Sawyer as Vice Chair. Dr. Laughinghouse also thanked Mr. Sawyer for his two prior years of service as Board Chair.</p> <p>Ms. Kathy D’Albor made a motion to approve the minutes of June 22, 2020, and the August 3, 2020, consent agenda. Mr. Sawyer seconded the motion.</p>	There were no objections and the motions passed.
Public Comment	Ms. Hobdy	There was no public comment made via the designated email address for submitting comments.	
Communications	Dr. Laughinghouse	<ul style="list-style-type: none"> • Behavioral Health Collaborative Eventbrite Webinar, 6/23, 6:30-8:00 p.m.: Dr. Laughinghouse stated approximately 50 attended. Speakers included Sharon Weston Broome, EBR Mayor-President; James E. Hussey, MD, Medical Director, LDH Office of Behavioral Health; William “Beau” Clark, MD, D-ABDI, EBR Coroner; Chief Daniels, Deputy Assistant Chief of Baton Rouge Police and other experts. For those of you unable to participate, a recording is posted on our Social Media and will be posted on our website once adjustments are made. The Office of Public Health will also share the recording. A brief overview of topics was provided. Feedback has been positive. Ms. Hobdy thanked Dr. Laughinghouse for the work she is doing. • AmeriHealth Award: CAHSD received notice on July 8, 2020 that our Quality Performance Incentive Department (QPIC) was recognized as the Quality Champion for year one of the Integrated Behavioral Health 	

		<p>Service Incentive Program for AmeriHealth. CAHSD will receive a plaque and AmeriHealth will host a reception for us once COVID-19 restrictions are lifted. Detail was provided about the program. The AmeriHealth Medical Director for Louisiana, Dr. Muller, congratulated CAHSD on our performance and due to our success they want to expand the program which will mean more incentives for our agency if we continue to be successful. Industry standards were used</p>	
COVID-19 Mitigation Strategies/Clinics	Dr. Laughinghouse	<ul style="list-style-type: none"> • Mitigation strategies continue across all CAHSD campuses: <ul style="list-style-type: none"> ➤ Temperature checks are being done, we are asking questions about symptomatology and behaviors that people have had recently to determine if they are in a high risk. ➤ We are following social distancing guidelines, six feet is marked when clients are checking in – have limited seating space in waiting rooms. ➤ We are providing PPE, i.e. masks, gloves, and face shields. Masks are required in facilities and in all common areas by staff, visitors and vendors. ➤ A sanitation schedule has been implemented. Designated staff are sanitizing the areas 4 times a day with managers monitoring. They are performing checks on high touch point areas. ➤ All common areas are closed. Buildings with elevators have restrictions as to how many are allowed at one time. ➤ All clinics are operating now, seeing people face to face. Telehealth is still conducted if a client isn't comfortable with face to face. ➤ Groups too large for social distancing are conducted via telehealth. Smaller groups that can be conducted safely with room to social distance are conducted face to face on site. Group participants must comply with strategies. ➤ Staff are not allowed to gather in offices and must wear masks. Dr. Laughinghouse approves meetings. 	
Status of Moves	Shaketha Carter	<ul style="list-style-type: none"> • Move prep/moves are in process: <ul style="list-style-type: none"> ➤ Administration, IT, Billing – moved to 7389 Florida Blvd., Suite 100A. ➤ Developmental Disabilities - 7389 Florida Blvd., Suite 100C ➤ Ascension Behavioral Health (GMHC) – moving to 1056 E. Worthey, Suite B, Gonzales. ➤ Baton Rouge Behavioral Health/ARS (CABH-) moving to 2751 Wooddale Blvd, Suite A. Received the keys on Friday. ➤ North Baton Rouge Behavioral Health (MDMHC) has moved to 7855 Howell Blvd., Suite 200 but is not fully operational. 	

		<ul style="list-style-type: none"> ➤ Children’s Behavioral Health (CBHS) & ABA Program will move to 422 Colonial Drive. • Final move date is by August 15th. 	
Bridge Center Progress	Dr. Laughinghouse	<ul style="list-style-type: none"> • The Bridge Center Board voted on what the building will look like. They continue to look at budget and types of reporting metrics they want with coming data. They are on track to open this fall. The move should happen in October or November. It will have same services the MHERE had. The closure of the MHERE was a loss to community. The mentally ill were taken to jail when it closed. • Referrals can be made by police, hospitals. Case managers and peers will be available to provide support and linkage to treatment. • Treatment will not be provided in the Bridge Center. They will stabilize and transition clients to other services. They are not duplicating services already in community. • The Executive Director of CAHSD will serve on the Bridge Center Board because we are the authority for mental health, addiction recovery services, and developmental disabilities in the area. 	
FY’20 Budget Close-out	Dr. Laughinghouse	<ul style="list-style-type: none"> • Budget Close Out – Deferred to the next meeting. CAHSD Fiscal has until 8/14 to have it closed out. 	
Meeting Disruption	Dr. Laughinghouse	<ul style="list-style-type: none"> • Approximately 27 minutes into the meeting, a lot of people entered the Zoom waiting room. • The Board meeting was interrupted by “Zoom Bombers”. Before dropped from the meeting, they used racial slurs, blared vulgar music and made threats of having “pipe bombs” which were directed toward several of the Board members. • Disruptive verbiage started at 28:51 on the recording and ended on 39:31 after sporadic interruptions and being closed out from the meeting. • Dr. Laughinghouse will explore other meeting options to avoid future inappropriate interruptions. • Dr. Laughinghouse will obtain legal advice on public meeting attendance. Dr. Laughinghouse stated that for the record, for the safety and comfort of the attendees, she had to shut down the public and allow people that she knew. • Dr. Laughinghouse clarified that the meeting was being recorded but not through Zoom. 	
FY’21 Budget	Dr. Laughinghouse	<ul style="list-style-type: none"> • FY21 budget was passed, and CAHSD was awarded \$28M for CAHSD operations in State General Funds. We were given \$8M in State General Funds and another \$8M in IAT funds that we have to draw down for salaries. Our employees are considered essential and 	

		are working. The community can't be abandoned and it has never been our goal to do that. We never closed our doors.	
Self-Generated Revenue May and June 2020	Dr. Laughinghouse	<ul style="list-style-type: none"> • Dr. Laughinghouse provided an overview of the May and June 2020 SGR report. At this point CAHSD has collected about 97% of our stated goal of \$6M. We report actuals not projections. The decrease in collections is due to the closure of all walk-ins and conducting telehealth only. Injections only were conducted face to face. We are still on course to collect our goal. 	
Board Membership Status	Dr. Laughinghouse Karen Bray	<ul style="list-style-type: none"> • There are currently two vacancies on the CAHSD Board. One each in Pointe Coupee and in West Feliciana. The parishes will be re-contacted for status on their progress to fill the vacancies. 	
Board Orientation	Dr. Laughinghouse Ms. Hobdy	<ul style="list-style-type: none"> • Ms. Hobdy explained that Board orientation is typically provided face to face, but with meeting restrictions due to COVID-19, orientation will be provided electronically. New Board members can review the material when convenient for them during a specified time frame. The goal is to provide the material prior to the next Board meeting and answer any questions at the September meeting. • Board members were asked to provide a brief bio and a headshot to be included on our website. • At the request of the Chair, Mr. Sawyer and Ms. A. Betts explained why orientation is important. They need to know what is going on in their parish. They also need to know what services are provided by CAHSD and when offered in their parish for the schools and health unit (if you have one). This is helpful when/if you receive calls from the community members. If you are asked about services and don't know, contact Dr. Laughinghouse. • There was discussion re: how Board members can expect to receive certain types of information. CAHSConnects, our formal newsletter is being looked at now and perhaps reconstituted for information to be received more timely. What you are receiving now and will continue to receive is any and all notices of public meetings, for example, the virtual community meeting that was held recently, prevention workshops, trainings and other things like that we promote as they are announced. Board members are encouraged to check their emails (including junk mail folder). Ms. V. King stated that if you find the emails are going to your junk mail, you can click on it and say that it is a safe sender and make sure you put it back in your inbox. • Dr. Laughinghouse stated with regard to the new Board members, that she assumed the role of Interim Executive Director on March 1, 2020, and she serves at their pleasure and a decision about her permanency will be made later on in the year. 	

		<ul style="list-style-type: none"> • Dr. Laughinghouse asked if there were any questions or concerns. No questions or concerns were stated. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Ends Focus of Grants or Contracts	Ms. Hobdy	<ul style="list-style-type: none"> • The Board reviewed the Ends Focus of Grants or Contracts Compensation Policy (Overview of terminated/non-renewal of contracts provided - approximately 16 individual and 8 organizations). • Ms. A. Betts made a motion to approve the policy without changes. Ms. G. Thomas seconded the motion. 	There were no objections and the motions passed.
Treatment of MH & ARS Consumers Policy	Ms. Hobdy	<ul style="list-style-type: none"> • The Board reviewed the Treatment of MH & ARS Consumers Policy (Overview of satisfaction surveys, grievances, complaints was provided by facility). Ms. A. Betts made a motion to approve the policy without changes. Ms. G. Thomas seconded the motion. 	There were no objections and the motions passed.
Agenda Planning Policy	Ms. Hobdy	<ul style="list-style-type: none"> • Ms. Hobdy provided an overview of the revisions she recommended to the Agenda Planning Policy at the June 22 Board meeting. The Board reviewed the policy with changes indicated in red. Mr. D. Bailey made a motion to approve the policy as revised. Ms. T. Milstead seconded the motion. 	There were no objections and the motions passed.
Updated Board Resolution	Ms. Hobdy	<ul style="list-style-type: none"> • The Board reviewed the Board Resolution updated with the name of the new board chair (Ms. Hobdy). Ms. Hobdy explained that the resolution is updated whenever there is a change. Ms. A. Betts made a motion to approve signing the updated resolution. Ms. V. King seconded the motion. 	There were no objections and the motions passed.
Policy Review Board Job Description	Ms. Betts	<ul style="list-style-type: none"> • Policy Review Assignment: Board Job Description: Ms. A. Betts provided an overview of the policy and stated that she did not recommend any changes. This policy did not require a vote. 	
Policy Assignment	Ms. Hobdy	<ul style="list-style-type: none"> • September Policy Assignment – Unity of Control: Ms. S. Webb. 	
Board Member Self Evaluation Form	Ms. Hobdy	<ul style="list-style-type: none"> • Board Member Self-Evaluations were included in the Board packet. Ms. Hobdy reminded the board members of the importance of completing the evaluation form. She asked that forms be submitted to K. Bray via email or mail. New members are not required to complete the form. 	
Comments were made regarding an Executive Director search and Dr. Laughinghouse’s successful service as Interim Executive Director	Ms. Hobdy	<ul style="list-style-type: none"> • CAHSD will be going through an executive director search at some point in the future. She stated that any official discussion of that comes from the Board from the Executive Director or Board Chair. CAHSD is in the midst of a move, so not in a rush and we will get to it at some point in the future but to not engage in the discussions of what we are about to do. • Ms. V. King said she is thankful Dr. Laughinghouse has been CAHSD’s leader through this. She has done an incredible job and these have been very, very tough times. “I think the agency has not 	No Action was taken.

		<p>missed a beat with her. I just want to say she has done a great job.”</p> <ul style="list-style-type: none"> • Mr. T. Sawyer stated that he completely agrees with Ms. King. “She has taken over in really difficult circumstances.” • Ms. S. Webb put her thumbs up on the screen. • Ms. Hobdy stated she certainly appreciates Dr. Kasofsky’s very strong foundation and the different directions she has taken CAHSD. We are thankful to be riding this storm out with Dr. Laughinghouse. • Ms. V. King made a motion to adjourn. • Mr. D. Bailey, asked for the contact person for questions re: services in Donaldsonville. He was instructed that the contact person is Dr. Laughinghouse. Can also look at seekinghealth@la.gov. 	
Next Meeting	Ms. Hobdy	The meeting was adjourned. Due to the Labor Day Holiday, the next Board meeting is on September 14, 2020 at 1:00 p.m. Meeting location or online access information will be provided when determined.	