

**Capital Area Human Services District Board Meeting  
Monday, December 7, 2015**

**Directors Present:** Gary Spillman, Chair, Becky Katz, Vice Chair; Amy Betts; Christy Burnett; Dana Carpenter; Ph.D., Kathy D’Albor; Denise Dugas; Gail Hurst; and Sandi Record

**Directors Absent:** Laverne Aguillard; Kay Andrews; Rev. Louis Askins; Gerri Hobdy; Vickie King; Stephanie Manson; Kristen Saucier and Barbara Wilson

**CAHSD Executive Staff Member(s) Present:** Jan Kasofsky, PhD, Executive Director, and Carol Nacoste, Deputy Director

TOPIC	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the December 7 <sup>th</sup> Consent Agenda and Approval of the Minutes for November 2, 2015	Mr. Spillman	Mr. Spillman called the meeting to order at approximately 3:04 p.m. A quorum was present. Amy Betts made a motion to approve the November 2, 2015, Consent Agenda and the minutes of October 5, 2015. Gail Hurst seconded the motion.	There were no objections and the motion passed.
Communication	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• BH Collaborative Meeting: Dr. Kasofsky thanked the following Board members who attended the recent BH Collaborative meeting: Ms. Hurst, Ms. Aguillard and Mr. Spillman. Catherine Lemieux, MSW, PhD presented an overview of the findings from the SAMHSA Integration Grant. Dr. Kasofsky presented on “Short Term Solutions to Prevent Recidivism &amp; Address the Needs of People with Mental Illness Incarcerated in the EBR Parish Jail”. Local media attended the meeting.</li> <li>• The BRGMC Plan was distributed for informational purposes.</li> <li>• Dr. Kasofsky was elected as the 2016 National Dialogues President.</li> </ul>	
“Short Term Solutions to Prevent Recidivism & Address the Needs of People with Mental Illness Incarcerated in the EBR Parish Jail”	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky provided an overview of the presentation highlights and statistics. A handout was provided and is also available on the CAHSD website.</li> <li>• The Brief Jail Mental Health Screening Tool is a validated universal screening tool for men and women that has been implemented in the jails across the nation and locally in East Baton Rouge Parish Prison.</li> <li>• CAHSD is applying for a Wilson Foundation Grant. (approximately \$230K per year for each of three years) The focus of the grant is successful re-entry and addressing re-incarceration.</li> <li>• Stepping Up Initiative – At the recent Dialogues meeting, several people from the initiative presented and Dr. Kasofsky had the opportunity to meet them. They were impressed by the presentations of Tonya Myles, CAHSD Certified Peer Supervisor, the EBR Warden, Dr. Singh, DOC Medical Director, and the social worker located at the jail, Lisa Burns, and a peer Chiffonda Hampton. If selected, the initiative will pay for 5 members of a team to go to DC for 3 days for technical support from the</li> </ul>	

		<p>experts at the Justice Center on how to impact the incarceration of the mentally ill from the front end which we haven't even started, then when they go to jail and when they come out. The team members are: Dr. Kasofsky, Councilwoman, Donna Collins-Lewis, Warden Grimes, Tonja Myles, and EBR-DA Hillar Moore. The team will learn what is missing on the front end to prevent incarceration. It's called the sequential intercept model because there is a sequence of steps that initially brings people with a mental illness into a correctional facility and a sequence of steps, if not there, brings them back in again. If selected, the trip to Washington DC will be in April 2016.</p> <ul style="list-style-type: none"> <li>• There was discussion regarding types of challenges being faced: i.e., something as simple as having a letter to determine access to receive treatment. In Ascension Parish, a millage is collected for the mental health &amp; substance abuse treatment. However, when people are released from jail or if they have any kind of criminal background, they are excluded from obtaining treatment at their public mental health clinic. The goal is to work this out with Ascension Parish.</li> </ul>	
Prevention Division	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• V. Gettys and C. Gillard are currently developing mini grants to be sent to the area high schools, one in each parish, so that the youth can develop PSA's around substance abuse prevention. They can chose between substance abuse prevention or violence prevention themes. A handout with the mini grant information was provided.</li> </ul>	
Woman's OB Expansion	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Woman's OB Expansion has been in the works for approximately one year. CAHSD has been located in their OB unit that LSU runs for Medicaid. CAHSD has been asked to join a private physician group that is seeing women with private insurance. CAHSD completed a MOU effective this week. This is a co-location model and CAHSD will be billing the private insurances. A social worker onsite will screen all women for substance use and can also see women that have other mental health issues for up to 8 different times.</li> </ul>	
CARF Accreditation	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Dr. Kasofsky announced CAHSD has earned a 3-year CARF accreditation.</li> </ul>	
Ends Policy	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• She explained the Ends is a multi-year plan and the bolded topics were completed this year. The Ends is an out take of what is important to accomplish this year. Over the next month, Dr. Kasofsky will go through the plan to identify if anything hasn't been completed and should be completed or if she feels there is something lacking, will add that and that will be her proposal of what will be focused on for the coming year. Board members are to review the document and ask questions as needed. The Ends can be put back on the agenda if needed.</li> </ul>	No request to continue this step into the January Meeting.
Self-Generated Revenue Report	C. Nacoste	<ul style="list-style-type: none"> <li>• C. Nacoste reported that the self-generated revenue this month was slightly higher than the expected average.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Bayou Health is effective December 1, 2015. Although the volume of the services will not decrease, the collected revenue may decrease due to new mechanics in place for billing. These changes may cause a slow-down in billing. CAHSD will have a year to obtain reimbursement for these charges.</li> <li>• CAHSD still has money to collect from Magellan, even after December 1, 2015.</li> <li>• Mr. Spillman asked if any of the \$419K revenue was carry over from Magellan. C. Nacoste stated that about \$60K was Magellan carryover. Outstanding accounts receivable is a running total of about \$200K every month.</li> </ul>	
Bayou Health Transition	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• DHH scheduled a conference call today regarding Bayou Health. They tell CAHSD daily how things are going to be different and how CAHSD staff will be participating.</li> <li>• A RFP was put out for management of the indigent care by DHH/OBH and no one applied. So now, LGE's are being required to manage the indigent care without reimbursement.</li> <li>• CAHSD has another meeting with Humana. They are returning this week to learn about what CAHSD does to improve access. They seem to like CAHSD. We want to learn more about their expectations of CAHSD.</li> <li>• Meeting with AmeriHealth. At this point, 3 of the 5 Bayou Health Plans are agreeing to pay for Peer services.</li> </ul>	
Board Membership Status	Dr. Kasofsky	<ul style="list-style-type: none"> <li>• Board Membership Status: <ul style="list-style-type: none"> <li>➢ East Baton Rouge and West Baton Rouge has been submitted to the Governor – may not have a meeting prior to the end of the year.</li> <li>➢ West Feliciana - sent a letter to Mayor of St. Francisville and have spoken with him re: the CAHSD Board vacancy. He seemed very interested in finding people who may be interested in serving on the Board and having their name submitted for the West Feliciana vacancy.</li> <li>➢ A letter will be going out to the Mayor of New Roads for the Pointe Coupee vacancy.</li> </ul> </li> </ul>	
Report from Chairman			
<b>Board Policy Review by Direct Inspection/Board Business</b>			
Board Policy Review	Mr. Spillman	<ul style="list-style-type: none"> <li>• Board Policy Review by Direct Inspection/Board Business: <ul style="list-style-type: none"> <li>➢ 2015 Ends Policy – Direct Inspection (Year End Status Report) The Ends Policy was reviewed. There were no recommendations to revise the policy. Sandi Record made a motion to accept as written. Amy Betts seconded the motion.</li> <li>➢ Signed Policy Limits Form</li> </ul> </li> </ul>	<p>There were no objections and the motion passed.</p> <p>There were no</p>

		<p>The signed Policy Limits Form was reviewed. There were no recommendations to revise. Christy Burnett made a motion to accept the Signed Policy Limits Form as written. Dr. Carpenter seconded the motion.</p> <ul style="list-style-type: none"> <li>➤ Evaluation Committee Appointed: Gary Spillman, Gail Hurst, Kathy D’Albor, and Denise Dugas. The Evaluation Committee will meet at 2:30 p.m. prior to the 3:00 p.m. Board meeting.</li> <li>➤ Monitoring ED Performance Comments Solicited/Collected.</li> </ul> <ul style="list-style-type: none"> <li>• Asset Protection Policy (Board Direct Inspection, Control Certificate) The Asset Protection Policy was reviewed. There were no recommendations to revise the policy. Christy Burnett made a motion to approve the Asset Protection Policy as written. Amy Betts seconded the motion.</li> <li>• Communication with and Support to the Board The Communication with and Support to the Board Policy was reviewed. There were no recommendations to revise. Gail Hurst made a motion to approve the policy as written. Denise Dugas seconded the motion.</li> <li>• Global Executive Constraint The Global Executive Constraint Policy was reviewed. There were no recommendations to revise. Christy Burnett made a motion to approve the policy as written. Becky Katz seconded the motion.</li> </ul>	<p>objections and the motion passed.</p> <p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p>
Review of Policies:	Amy Betts	<ul style="list-style-type: none"> <li>• Governance Style: Amy Betts reviewed the policy and recommends no change.</li> </ul>	
Next Assignment	Mr. Spillman	<ul style="list-style-type: none"> <li>• Next Assignment: Board Job Description - Page 21 assigned to Dr. Carpenter.</li> </ul>	
Community Participation		<ul style="list-style-type: none"> <li>• There was no community participation.</li> </ul>	
Bylaws	Mr. Spillman	<ul style="list-style-type: none"> <li>• Bylaws - Page 2: Removal – Attendance of at least 9 members is required to have a meeting quorum and members need to participate. There was discussion re: attendance requirements and absences and responsibilities of the Board Chairman. Members are to think about the discussion over the holiday, and revisit in the January Board meeting with a vote in February.</li> </ul>	A letter is to be drafted addressing Board member attendance.
Next Meeting	Mr. Spillman	The next Board meeting will be on Tuesday, January 12, 2016 at CAHSD at 3:00 p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 200. ED Performance committee meeting at 2:30 p.m. Room 200.	