

Capital Area Human Services District Board Meeting
February 3, 2025
In-Person
1:00 PM

Directors Present: Genny Nadler Thomas, Vice Chair; Courtney Alvarez; Laura Brown, PhD; Stephanie Ferguson; Virginia Pearson; Rikki Permenter, PhD; Courtney Phillips, PhD; Dea Roberts; Tamika Westbrook; and Mary Winfield.

Directors Absent: Laverne Aguillard and James Jefferson

CAHSD Staff: Janzlean Laughinghouse, PhD, LCSW-BACS, LAC, CCS; Shaketha Carter; and Karen Bray

Guests: Angela deGravelles and Rusty Jabour

THE FOLLOWING MINUTES ARE PENDING APPROVAL AT THE NEXT BOARD MEETING

	RESPONSIBLE PERSON		FOLLOW-UP
Approval of the February 3, 2025, Consent Agenda and Approval of the October 7, 2024, Minutes. No minutes for November and December 2024 or January 2025 due to lack of a quorum.	Ms. G. Thomas	<p>Ms. G. Thomas, Board Vice Chair, called the meeting to order at approximately 1:10 PM. Roll was called and a quorum was present.</p> <p>Ms. G. Thomas thanked the Board members present for attending. She welcomed the three new Board members listed below. New and current Board members stated their name and the parish they represent.</p> <p style="text-align: center;">Courtney Alvarez – Iberville Laura Brown, PhD – East Baton Rouge Dea Roberts – Iberville</p> <p>Dr. C. Phillips made a motion to approve the February 3, 2025, Consent Agenda and Approval of the October 7, 2024, minutes. The Board did not meet or have meeting minutes for November and December 2024 or January 2025 due to lack of a quorum. Dr. Permenter seconded the motion.</p> <p>Ms. V. Pearson made a motion to move the Policies/Reports/Action items below from the Report from Chairman Section to the Consent Agenda and approve all as is with no changes. There were no questions on reports. Ms. M. Winfield seconded the motion.</p> <p>Policies/Reports November 4, 2024</p> <ul style="list-style-type: none"> ○ Global Executive Constraint (Escrow Report) ○ Communication With and Support to the Board ○ Monitoring Exec. Dir. Performance <p>(Comments Solicited- Supporting Reports to be distributed in</p>	<p>There were no objections and the motions passed unanimously.</p> <p>There were no objections and the motions passed unanimously.</p>

		<p>Dec/Jan as a package)</p> <ul style="list-style-type: none"> • Unity of Control (Compliance) • Accountability of Executive Director (Compliance) • Global Governance Commitment (Compliance) • Board Member's Code of Conduct and Conflict of Interest (Compliance) <p>Policies/Reports for December 2, 2024</p> <ul style="list-style-type: none"> ○ Asset Protection (Property Control Certificate) • Monitoring Executive Director Performance <ul style="list-style-type: none"> ○ 2023-2025 Ends Policy (Year End Status Report) ○ Selected Initiatives Updated Form ○ Signed Policy Limits Form ○ Evaluation Committee Appointed ○ Monitoring Exec. Dir. Performance Comments Solicited/Collected <p>Policies/Reports for January 6, 2025</p> <ul style="list-style-type: none"> ○ Financial Planning and Budgeting (Annual DOA Submission) ○ Financial Condition and Activities (Year End Report) <p>Policies/Reports for February 3, 2025</p> <ul style="list-style-type: none"> ○ None for February 	
Public Comment	Ms. G. Thomas	Ms. G. Thomas read the public comment section from the meeting agenda. There were no public comments. There were no members from the public present.	There were no public comments.
Communications	Dr. Laughinghouse	<p>Communications:</p> <p>Dr. Laughinghouse encouraged Board members to click on the live links provided or https://cahsd.org/news/ to access all CAHSD news and outreach activities. Dr. Laughinghouse highlighted the recent Driving Into Recovery event held in St. Francisville. The event video and photos were reviewed. Driving Into Recovery events are held in all seven parishes. Dr Laughinghouse explained the process of working with the local parish governments and vendors in order to have a successful event.</p> <p>CAHS conducts Narcan training at Array of Hope Outreach - https://cahsd.org/cahs-conducts-narcan-training-at-array-of-hope-outreach/</p> <p>BR Comprehensive Treatment Center Health Fair https://cahsd.org/baton-rouge-comprehensive-treatment-center-health-fair/</p> <p>EBR Sheriff's Office Trick or Treat event- https://cahsd.org/ebd-sheriffs-office-trick-or-treat-event/</p> <p>CAHS participates in Harvest Festival, New Roads- https://cahsd.org/cahs-participates-in-harvest-festival-new-roads/</p>	

		<p>CAHS participates in NAMI Louisiana mental health fair- https://cahsd.org/cahs-participates-in-nami-louisiana-mental-health-fair/</p> <p>West Baton Rouge Community Resource Fair Expo- https://cahsd.org/west-baton-rouge-community-resource-fair-expo/</p> <p>Ascension Public Schools’ “Well-Being Night”- https://cahsd.org/ascension-public-schools-well-being-night/</p> <p>“Soul, Faith, & Social Justice” faith-based forum- https://cahsd.org/soul-faith-social-justice-faith-based-forum/</p> <p>CAHS provides info at Behavioral Health Summit 2024- https://cahsd.org/cahs-attends-behavioral-health-summit-2024/</p> <p>“Holiday Health Care-A-Van” in Plaquemine- https://cahsd.org/holiday-health-care-a-van-in-plaquemine/</p> <p>“Driving Into Recovery” visits St. Francisville- https://cahsd.org/cahs-driving-into-recovery-visits-st-francisville/</p> <p>CAHS provides info at Driver’s License Reinstatement Clinic- https://cahsd.org/cahs-provides-info-at-drivers-license-reinstatementclinic/</p> <p>“A Very Merry Health Fair 2024” at the EBR Library- https://cahsd.org/christmas-health-fair-at-the-ebr-main-library/</p> <p>PREACH “Divas Empowerment Event” in Baton Rouge- https://cahsd.org/preach-divas-empowerment-event-in-baton-rouge/</p>	
CCBHC/Primary Care Clinic Update	Dr. Laughinghouse	<p>Dr. Laughinghouse provided highlights from a presentation on the new CCBHC/Primary Care Clinic. The clinic is located at the BRBHC Wooddale location. Operation began with an unannounced soft opening in November 2024. Existing CAHSD clients can receive physical and mental healthcare in one place. Dr. Laughinghouse provided a brief overview of the services available/provided to existing CAHSD clients.</p> <p>Services include: Sick Visits, Annual Wellness and Health Screenings, Chronic Disease Management, Pap/Pelvic/Breast Exams with STD/STI testing/education, Preventive Care, Routine Visits, Vaccines, EKG’s, On-site Lab Services, Telehealth Visits, Health Support, Prevention and Education Services, Case Management and Social Services, and Groups for Exercise & Nutrition.</p> <p>The following referral statistics were reported:</p> <ul style="list-style-type: none"> ➤ Referrals - 63 unique clients for annual exams ➤ 32 clients for lab only services. This works well with medication compliance for our clients on medications requiring lab monitoring and BP checks. ➤ 99 sick or follow-up visits ➤ 88 total referrals since the clinic opened without announcement. 	

		<p>➤ 72% appointment show rate</p> <p>Data shows that 90% of the people CAHSD serves have some social detrimental health, some issues regarding housing, their jobs, foods, and security. Top ten diagnoses were reviewed.</p> <p>Dr. Laughinghouse provided an overview of the process to make external referrals for clients who need services not provided by CAHSD.</p> <p>The medical provider at the clinic is Gertrude Chimeka Anyanwoke, MD, an Infectious Disease Specialist. Other clinic staff are a nurse, a CMA, the CAHSD Director of Nursing and Director of Operations who manages the clinic. Dr. Anyanwoke also provides physical healthcare services for CAHSD's addiction recovery residential clients at CARP,</p> <p>Clinic Hours Wednesday-Friday 7:00 a.m.–8:30am In-person</p> <p>Tuesday 2:00 p.m. – 6 p.m. Telehealth Discussion in process regarding addition of a NP to come in to see additional patients.</p> <p>Board members will receive an invitation to the official Clinic opening.</p>	
CARF Accreditation Survey Update	Dr. Laughinghouse	<ul style="list-style-type: none"> • CAHSD was surveyed by CARF December 16-18, 2024, and reaccredited for another 3 years. • CARF (Commission on Accreditation of Rehabilitation Facilities) surveys CAHSD every three years. • CARF is an international, non-profit accreditation organization that accredits Rehabilitation facilities. Accreditation is required in order to bill Medicaid and indicates compliance with Medicare. 	
Billing/RCM Update	Dr. Laughinghouse	<p>A billing report for July 2024-December 2024 was provided for review. Dr. Laughinghouse reminded the Board that CAHSD began filing paper claims after the cyberattack last Fall. CAHSD began filing electronic claims again in February and were able to go back to other claims electronic filing beginning again in June. All the claims were refiled to TriZetto. CAHSD met 72% of the annual collection goal and is on track. There were no questions.</p>	

Board Membership	Dr. Laughinghouse	<p>The Governor appointed the following nominees to fill four vacant seats on the CAHSD Board.</p> <p>Courtney Alvarez – Iberville Laura Brown, PhD – East Baton Rouge Dea Roberts – Iberville Atley Walker, Jr. – West Baton Rouge Parish.</p> <p>At this time, the Board has thirteen members serving and four vacant seats listed below by parish.</p> <p>East Baton Rouge Parish (2) Pointe Coupee (1) West Feliciana (1)</p> <p>Board members were reminded they are eligible for travel reimbursement for mileage to/from meetings. Information will be provided.</p> <p>Board Chair Update: Ms. C. Harris, Chair, has resigned from the because she has moved out of East Baton Rouge Parish and can no longer represent that parish. In the absence of a Chair, Ms. G. Thomas, Vice Chair has agreed to assume those responsibilities. Chair/Vice Chair will be on the next meeting agenda.</p> <p>Ms. V. Pearson stated that she attended the HSIC meeting on October 17, 2024, with Dr. Laughinghouse. Her Board Chair message can be watched by clicking on the following link. https://www.youtube.com/watch?v=LhancvHACbQ She reported in the welcome from Michael Harrington, LDH Secretary, one of his messages was that he wants to eliminate “average” and wants to delete things that don’t add value. He stated that in the return on investment for spending, Louisiana ranks 22 out of 50 states. He wants us to think about how we do our work and different ways to do our work. Ms. Pearson stated that the CCBHC/Primary Care Clinic is one way that CAHSD is doing that.</p>	
Report from Chairman			
Governance Policy Review by Direct Inspection/Board Business			
Governance Policy Review by Direct Inspection Meeting	Ms. G. Thomas	<p>Governance Policy Review by Direct Inspection Policies/Reports/Action Items from the meetings listed below were moved into the February 3, 2025, Consent Agenda. These meetings did not have a quorum.</p>	<p>The policies, reports and action items were moved into the February 3, 2025, Consent Agenda.</p>

		Policies/Reports/Action Items November 4, 2024 Policies/Reports/Action Items for December 2, 2024 Policies/Reports/Action Items for January 6, 2025 No Policies/Reports for February 3, 2025	There were no objections and the motion passed
Exec. Director Performance Review	Ms. V. Pearson ED Performance Evaluation Committee	<ul style="list-style-type: none"> • Executive Director Performance Review ➤ The Executive Director Performance Evaluation Committee met prior to the Board meeting to make recommendations for Dr. Laughinghouse based on her 2024 performance. Committee members are Ms. Virginia Pearson, Committee Chair, Ms. G. Thomas, Vice Chair, and Ms. M. Winfield. ➤ ED Performance review comments submitted by Board members, signed policy limits form and salary documents were available for review for Committee and Board members. ➤ The Committee asked to go into Executive Session. Ms. V. Pearson spoke on behalf of the Executive Director Performance Review Committee members. She reported that based on the positive feedback, the success of CAHS's many programs and participation in the 7 parishes served by this District, the Committee agreed to recommend a 7 percent salary increase for Dr. Laughinghouse based on her 2024 performance. ➤ At that time, the Committee shared their findings with the Board and asked for any additional feedback or questions. Ms. V. Pearson opened the floor for discussion. ➤ Following discussion and consideration of the Committee recommendation, a motion was made by Dr. Permenter to accept the Committee's recommendation of a 7 percent salary increase for Dr. Laughinghouse, seconded by Dr. Phillips and unanimously approved, effective immediately. ➤ Ms. G. Thomas agreed to meet personally with Dr. Laughinghouse to share the Performance Committee and Board recommendation. 	There were no objections and the motion passed
Other	Ms. G. Thomas	<ul style="list-style-type: none"> • There were no other items to discuss. 	
Adjournment/Next Meeting	Ms. V. Pearson	The next Board meeting is on March 3, 2025, at 1:00 PM. Meeting location is Capital Area Human Services, 7389 Florida Blvd., Suite 100A, Baton Rouge, LA.	