

**Capital Area Human Services District Board Meeting
Tuesday, January 12, 2016**

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

Directors Absent: Laverne Aguillard; Gerri Hobdy; and Stephanie Manson

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 January 12, 2016 Consent Agenda and Approval of the Minutes for December 7, 2015	Mr. Spillman	Mr. Spillman called the meeting to order at approximately 3:00 p.m. A quorum was present. Christy Burnett made a motion to approve the January 12, 2016, Consent Agenda and the minutes of December 7, 2015. Gail Hurst seconded the motion.	There were no objections and the motion passed.
Communication	Dr. Kasofsky	<ul style="list-style-type: none"> • The WBRZ televised interview with S. Aguillard, Clinical Services Director regarding the need for more mental health services in the region went very well. • HCJNO article re: LACAM: The State is asking for prior authorization for people who are in the indigent category. This does not apply to the Districts but to other area providers. • CDC Vital Signs: Educational article re: opioid addiction. • New York Times: Article on how physicians helped drive the addiction crisis. • Senator Bill Cassidy’s DC Senate office is pulling people together to provide testimony regarding the current mental health Bill. Dr. Kasofsky was interviewed by two senate offices and may or may not be invited to participate. She created a 14 point document to identify issues that the Federal government should address as a national initiative to better serve the public need. 	
Strategic Initiative Draft	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky provided an overview of the outline of topics that will be pulled out of the Plan for this year. A few topics have been added but none have been deleted. These topics will be placed on the matrix. This is the last year of the Strategic Plan. Board members are to review the Strategic Initiative Draft and advise if any changes are needed based on observations from their parish, family and friends. 	
EBR Parish Prison Contract J-IOP	Dr. Kasofsky	<ul style="list-style-type: none"> • CAHSD should receive the EBR Parish Prison contract on Friday. • J-IOP (Justice Involved Intensive Outpatient Treatment): Worked with the Justice Council/Council of State Governments on Design. Dr. Kasofsky stated that when attending the Dialogues on Behavioral Health, Dr. Fred Osher, national expert on mental health problems and 	Will have IOP Presentation at February Board meeting.

		<p>among the incarcerated. He stated that you must have 3 treatment components, (1) address mental health, (2) substance abuse, and (3) criminality. Upon release they are typically tucked into mental health or substance abuse treatment but the behavior that got them into trouble initially isn't addressed.</p> <ul style="list-style-type: none"> An evidenced based program will begin during January 2016. A risk assessment tool will be used to determine level of need. The Board requested a brief presentation of the model at the next meeting. 	
BRAF	Dr. Kasofsky	<ul style="list-style-type: none"> BRAF will hold a press conference on February 22, 2016 @ 1:00pm at their downtown office. They will announce the plan developed by a group from Chicago. Dr. Kasofsky will be provided with a copy of the plan prior to the public release. 	
Bayou Health/Magellan Transition	Dr. Kasofsky	<ul style="list-style-type: none"> Bayou Health/Magellan Transition is in process. Medicaid recipients are getting a Bayou Health Plan that will cover their physical health as well as mental health and some substance abuse. The transition is ongoing. All CAHSD providers providing services to Medicaid clients need to be certified and loaded into the system for each of the 5 Bayou Health Plans. CAHSD has a year timeline to be paid for services provided. CAHSD is currently experiencing issues with codes and processes that are different from Magellan. We are working with OBH and the plans for resolution. 	
Self-Generated Revenue November 2015	Carol Nacoste	<ul style="list-style-type: none"> As of November, CAHSD is slightly above the anticipated collection target for this time of the year. The ICANotes system is better. CAHSD billers are doing a great job but are facing challenges due to the Bayou Health/Magellan transition. State Office has given Bayou Health Plans a deadline of February 28th to have all providers loaded in their system. CAHSD providers continue to provide services. CAHSD will need to do back billing to catch up, in March or sooner, if providers are loaded and coding issues resolved. Cash flow at CAHSD is expected to be down for at least two more months during this time. There was discussion re: obtaining authorizations from OBH by community providers. 	
Prevention Mini-Grants to Parish High Schools	Dr. Kasofsky	<ul style="list-style-type: none"> Three Mini-Grants were awarded to: McKinley Senior High, East Ascension High and Scotlandville Magnet High. V. Gettys will monitor these grants and determine in the Spring whether to offer the opportunity again. CAHSD didn't receive many applications, probably due to the timing/holidays. 	
Update on Grants	Dr. Kasofsky	<ul style="list-style-type: none"> Humana Foundation: Humana is a private insurer. They are interested in integrated care in EBR Parish and New Orleans. They were very impressed with CAHSD and encouraged us to apply for a grant. CAHSD applied for FT funding for a peer at CABH and MDMHC to conduct the open wellness groups. CAHSD received 	

		<p>funding for \$118,000 which included funding for a trainer to conduct open classes.</p> <ul style="list-style-type: none"> • Wilson Foundation Grant: CAHSD received an \$80,000 grant to add a peer and additional social work time on connecting people in the jail and upon release to come into treatment. • Stepping Up: Recipients will be announced on January 22nd. This is the Federal initiative through the Justice Center. They are providing technical assistance to local groups who can show they can work together. Dr. Kasofsky provided an overview of eligibility criteria and is hopeful that CAHSD will be a recipient. 	
Budget Update	Carol Nacoste	<ul style="list-style-type: none"> • The status report on CAHSD's 2017 Budget was received last week. There were no additional cuts in the proposed budget. CAHSD put in a request for \$2.4 million in new funding primarily for crisis stabilization. This was not included in the budget recommendation. • C. Nacoste stated there is concern about possible upcoming cuts for this year which may occur after the new governor takes office. 	
Board Input Requested on Market Changes by Parish	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky requested that Board members advise her when they see changes in their parishes. An example she provided is when an FQHC is working with a principal to move into a school. • An assessment of the satellite services provided by CAHSD is planned. 	
Board Membership Status	Dr. Kasofsky	<ul style="list-style-type: none"> • There was discussion regarding new Boards & Commissions staff. The previous staff did not move forward on the reappointments submitted before the new governor was sworn in. Dr. Kasofsky expressed appreciation for those members on the CAHSD Board. 	
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Board Policy Review	Mr. Spillman	<p>Board Policy Review by Direct Inspection/Board Business:</p> <ul style="list-style-type: none"> • Review of the Executive Director Performance Evaluation Process: The process was reviewed by the Board members. <ul style="list-style-type: none"> ➤ Executive Director's Performance Review: <ul style="list-style-type: none"> ▪ Mr. Spillman stated that the ED Evaluation Committee met in an open meeting at 2:30 p.m. today to review and discuss the ED evaluations submitted by CAHSD Board members. Following a review of the evaluation material, the Committee made a recommendation of a 4% pay increase effective January 1, 2016 for the Executive Director contingent upon availability of funding for the increase. This recommendation was opened for Board member discussion. ▪ There was discussion regarding the recommendation and the effective date of the pay increase. ▪ D. Dugas made a motion to accept/approve the Committee's 	<p>There were no objections and the motion passed.</p>

		<p>recommendation to give the Executive Director a 4% pay increase effective January 1, 2016 consistent with the policy. V. King seconded the motion.</p> <ul style="list-style-type: none"> ➤ Dr. Kasofsky stated that she will defer acceptance of the 4% pay increase until the March 2016 meeting when more budget information will be available. • The Financial Planning/Budgeting Policy was reviewed (DOA Submission/Projected Collections). There were no recommendations to revise the policy. Rev. Askins made a motion to accept the policy as written. Gail Hurst seconded the motion. • The Financial Condition and Activities Policy (Mid-Year (July-Dec. financial Report) was reviewed. There were no recommendations to revise the policy. C. Burnett made a motion to accept as written. B. Katz seconded the motion. 	<p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p>
Review of Policies:	Dr. Carpenter	<ul style="list-style-type: none"> • Board Job Description: Dr. Carpenter reviewed the policy and stated that the Board is in compliance with this policy. He recommends the following grammar revision: <ul style="list-style-type: none"> ➤ Page 21: Change “activity” on Page 21, 2 B to “activities” 	The grammar revision will be made to the policy.
Next Assignment	Mr. Spillman	<ul style="list-style-type: none"> • Next Assignment: Agenda Planning - Barbara Wilson 	
Community Participation		<ul style="list-style-type: none"> • There was no community participation. 	
Bylaws	Mr. Spillman	<ul style="list-style-type: none"> • Bylaws – The Board members reviewed/discussed the CAHSD Bylaws relating to Board member attendance. There was no motion to revise the Bylaws. A letter addressing meeting attendance will be sent to Board members that are out of compliance re: meeting attendance as outlined in the Bylaws. 	A letter addressing Board member attendance will be sent to Board members.
Next Meeting	Mr. Spillman	The next Board meeting will be on Monday, February 1, 2016 at CAHSD at 3:00 p.m. @ 4615 Government Street, Building 2, Baton Rouge, LA in Conference Room 200. The March meeting will be held on March 14, 2016 @ 3:00 p.m. Room 200.	