

Capital Area Human Services District Board Meeting
Virtual and In-Person
May 5, 2025
1:00 PM

Directors Present Virtual: Laverne Aguillard; Stephanie Ferguson; James Jefferson; Rikki Permenter, PhD; Atley Walker, Jr.; Tamika Westbrook; and Mary Winfield

Directors Present In-Person: Genny Nadler Thomas, Vice Chair; Courtney Alvarez; Courtney Phillips, PhD; and Dea Roberts

Directors Absent: Laura Brown, PhD;

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

Guests: Angela deGravelles and Rusty Jabour

	RESPONSIBLE PERSON		FOLLOW-UP
Approval of the May 5, 2025 Consent Agenda and Approval of the February 3, 2025 Minutes	Ms. G. Thomas	Ms. G. Thomas, Board Vice Chair, called the meeting to order at approximately 1:15 PM. A quorum was present. Dr. C. Phillips made a motion to approve the May 5, 2025 Consent Agenda and the minutes of February 3, 2025. Dr. R. Permenter seconded the motion. The motion included moving the following Governance Policy Review by Direct Inspection action items from the Report from the Chairman Section to the Consent Agenda. March 3, 2025, Meeting ○ Board Job Description Policy ○ Governance Style Policy April 7, 2025, Board Meeting ○ Compensation & Benefits, (% Default Merit Report) ○ HR Report 1 ○ HR Report 2 ○ Public Comment Policy ○ Board Committee Principles Policy May 5, 2025, Board Meeting ○ Financial Planning/Budgeting Policy ○ Financial Condition & Activities Policy ○ Chairperson's Role Policy ○ Board Member's Code of Conduct Policy ○ Emergency Ex. Director Succession Policy ○ Exec. Director Letter	There were no objections and the motions passed with a unanimous roll call vote.

Public Comment	Ms. G. Thomas	Ms. G. Thomas read the public comment section from the meeting agenda. There were no public comments and no public attendees virtually or in-person.	There were no public comments.
Communications	Dr. Laughinghouse	Communications: Board members were provided the following links and were encouraged to review the recent CAHSD news/events. CAHS joins River Parishes CC Spring Fling Festivities- https://cahsd.org/cahs-joins-river-parishes-cc-spring-fling-festivities CAHS joins BRCC for Mental Health Monday “Chat & Chill”- https://cahsd.org/cahs-joins-brcc-for-mental-health-monday-chat-chill/ “Recovery Sundays” team visits New Canaan Baptist Church in BR- https://cahsd.org/recovery-sundays-team-visits-new-canaan-baptist-church-in-br/ CAHS participates in Senior Black American Health Fair- https://cahsd.org/cahs-attends-senior-black-american-health-fair/ “Easter Extravaganza” held at Broadmoor Elementary School- https://cahsd.org/easter-extravaganza-held-at-broadmoor-elementary-school/ “Bee Healthy 100” Community Health Fair at Southern U.- https://cahsd.org/bee-healthy-100-community-health-fair-at-southern-u/ CAHS attends EBR Housing Authority Health Fair- https://cahsd.org/cahs-attends-ebh-housing-authority-health-fair/ E. Feliciana School Board recognizes CAHS’ Amy Christian- https://cahsd.org/e-feliciana-school-board-recognizes-cahs-amy-christian/ “Inspire and Recharge” event at Amazon BR facility- https://cahsd.org/inspire-and-recharge-focuses-on-domestic-violence-prevention/ https://cahsd.org/news/page/2/ ➤ Dr. Laughinghouse stated that Amy Christian, LPC, CAHS’ School Based Therapist at Jackson Elementary School, was recognized recently as the School Health Services Provider of the Year by the East Feliciana Parish School Board. She has served the community of Jackson as a school based therapist for the past 25 years and has helped students and their families. ➤ Dr. Laughinghouse played a commercial from the link below that was created to help raise awareness about youth mental health. CAHS, in partnership with Youth City Lab, produced the video “Nobody Knows,” that illustrates the real concerns of youth and	

		their struggles with anxiety, depression, and self-doubt. CAHS launches Youth Mental Health awareness campaign- https://cahsd.org/cahs-youth-mental-health-awareness-campaign/	
Administration – Upcoming Move	Dr. Laughinghouse	Dr. Laughinghouse provided the following information on the upcoming CAHSD move: Target Move Date: June 1, 2025 New Location: 12301 Coursey Boulevard Baton Rouge, LA 70816 The following offices and services will be located at the new location: Administration/Business Developmental Disability Services Prevention & Wellness Services	
Staff Update	Dr. Laughinghouse	Dr. Laughinghouse reported the following EMT Leadership vacancy: Accountant/Administrator: The CAHSD Accountant/Administrator recently transferred to another State Agency. Interviews are scheduled for this position. The previous CAHSD Deputy Director, who had fiscal oversight, is a current contract employee and is working in this role until a new Accountant/Administrator is selected/hired.	
HB559 by Representative Michael Echols	Dr. Laughinghouse	Dr. Laughinghouse provided the Board with an overview of the HB559 - HEALTH/LDH: Provides relative to human services districts and boards. Status: Pending Senate Health and Welfare.	
Self-Generated Revenue (SGR) Update	Dr. Laughinghouse	Dr. Laughinghouse provided a brief overview of the Self-Generated Revenue (SGR) Report as of March 2025. CAHSD is currently at 98% of the collection goal for billed services.	
40-HR CIT Training Sessions – 2025	Dr. Laughinghouse	Dr. Laughinghouse provided information related to the upcoming Crisis Intervention Team Training sessions. The sessions are free for officers from law enforcement agencies in Region 2. This includes the parishes of East & West Baton Rouge, East & West Feliciana, Ascension, Iberville and Pointe Coupee. Law	

		enforcement officers outside of Region 2 are welcome to attend the sessions for a registration fee of \$250.00 per person. Session 1: August 11-15, 2025 Session 2: October 6-10, 2025 Location: Capital Area Human Services – Administration 12301 Coursey Boulevard Baton Rouge, LA 70816	
Board Membership Update	Dr. Laughinghouse	• CAHSD Board vacancies by parish: ➤ EBR – 3 (nominees have been submitted for consideration for 2 of the vacancies) ➤ PC – 1 ➤ WF – 1	
Report from Chairman			
Governance Policy Review by Direct Inspection/Board Business			
Governance Policy Review by Direct Inspection	Ms. G. Thomas	Governance Policy Review by Direct Inspection Policies/Reports/Action Items from the meetings listed below were moved into the May 5, 2025 Consent Agenda. • Policies/Reports/Action Items from the March 3, 2025, Meeting • Policies/Reports/Action Items from the April 7, 2025, Meeting • Policies/Reports/Action Items from the May 5, 2025, Meeting	The policies and reports from the Direct Inspection action items were moved into the May 5, 2025 Consent Agenda by a unanimous roll call vote.
Delegation to the ED Policy (Compliance)	Ms. G. Thomas	• Delegation to the ED (Compliance) – Ms. G. Thomas stated that CAHSD is in compliance with this policy. There were no motions to revise the policy.	The roll call vote to keep the policy as written was unanimous. .
Convene Nominating Committee/Present Slate of Officers	Ms. G. Thomas	• The Nominating Committee members M. Winfield, Dr. C. Phillips, and Ms. T. Westbrook met prior to the Board meeting. • Dr. C. Phillips spoke on behalf of the Committee. She thanked Ms. M. Winfield and Ms. T. Westbrook for serving on the Committee as well. She stated their purpose was to identify and nominate qualified candidates to serve in the roles of Chair and Vice Chair. Following review and discussion, the Committee respectfully submits the following names for consideration: ○ Chair – Ms. G. Thomas ○ Vice Chair – Dr. R. Permenter • Dr. C. Phillips stated that these nominees bring experience, leadership and have a deep understanding of our work and	

		would serve well in these roles. • The Vice Chair asked for additional nominations from the floor for Chair and Vice Chair. There was none. Nominees will be voted on at the June 2, 2025, meeting.	The roll call vote to accept the nominees presented by the Nominating Committee was unanimous.
Board Resolutions	Ms. G. Thomas	• The following Board Resolutions were reviewed by the Board members. ○ Executive Director – Contracts ○ Executive Director – Administration and Management	The roll call vote to accept the resolutions as written was unanimous.
Retreat or Board Development	Ms. G. Thomas Dr. Laughinghouse	• There was discussion re: possible dates and times for Board Orientation. Dates for consideration will be sent to Board members for a vote.	
Board Member Self-Evaluations Link	Ms. G. Thomas	• Board members were reminded to complete the Board Member Self-Evaluation form prior to the June meeting. An electronic link and paper copies were provided.	
Tier 2.1 Personal Financial Disclosure Statements Due May 15, 2025	Ms. G. Thomas	• Board members were reminded to complete and submit Tier 2.1 Personal Financial Disclosure Statements due on May 15, 2025. There is a monetary penalty per day for late submissions up to \$1500.00.	
Adjournment/Next Meeting	Ms. G. Thomas	The next Board meeting is on June 2, at 1:00 PM. The meeting will be at Capital Area Human Services. The location will be announced closer to the meeting date. A motion to adjourn was made by Dr. R. Permenter and seconded by Ms. C. Alvarez.	There were no objections and the motions passed.