

**Capital Area Human Services District Board Meeting
October 7, 2019**

Directors Present: Thomas Sawyer, Chair; Amy Betts; Vice Chair; Kathy D’Albor, Christy Burnett; Gail Hurst; Becky Katz; Virginia Pearson; Genny Nadler Thomas; and Stephanie Webb

Directors Absent: Laverne Aguillard; Rev. Louis Askins; Gerri Hobdy; Vickie King; Rikki Permenter, PhD; and Gary Spillman

	RESPONSIBLE PERSON	DISCUSSION	FOLLOW-UP
Approval of the October 7, 2019 Consent Agenda and Approval of the Minutes for September 16, 2019.	Mr. Sawyer	<p>Mr. Thomas Sawyer, Board Chair, called the meeting to order at approximately 1:10 p.m. A quorum was present.</p> <p>Ms. C. Burnett made a motion to approve the minutes of September 16, 2019, and to move the agenda items below in Tabs 2-7 into the consent agenda. Ms. A. Betts seconded the motion.</p> <p>Financial Conditions and Activities Treatment of Staff Policy Global Linkage Policy Unity of Control Policy Accountability of the Exec. Director Policy Delegation to the Executive Director Policy</p>	There were no objections and the motions passed.
Public Comment	Mr. Sawyer	<ul style="list-style-type: none"> • There was no public comment. 	
Communications	Dr. Kasofsky	<p>Communications:</p> <ul style="list-style-type: none"> • Government Street Campus: Dr. Kasofsky reported that on Thursday, October 3rd, the CAHSD Clinics on Government Street were closed at 9:00 a.m. due to a city sewer system problem. BRCC also experienced a sewer system problem the same day. • HSIC Meeting is on October 17th at 10:00 a.m. Dr. Kasofsky explained that the Chairman/designee of each District Board is invited to attend the HSIC meeting due to recent legislation that was passed. Each chairman/designee presents on something unique that their organization has been involved with. The CAHSD presentation will focus on the work of the BH Collaborative and how we’ve changed our services related to opioid treatment. Copies of the Opioid Plan will be provided to everyone. Dr. Kasofsky provided an overview of how opioid treatment is being provided at CAHSD. Clients must attend therapy in order to receive the medication. 	

		<p>National Dialogues on Behavioral Health: Thirteen CAHSD employees are attending the conference. This year's focus is on how organizations must connect throughout the community. She explained how Accountable Care Organizations (ACO) work and their importance. There was discussion regarding electronic health records.</p> <p>Annual CAHSD Meeting – Board members are invited and encouraged to attend the Annual meeting on December 13, 2019, 8:00 a.m. - 4:30 p.m. at the Holiday Inn South, 9990 Airline Hwy, Baton Rouge, LA. Raymond “Ray” Wolfe, J.D. will present. The first 1.5 hours will be relating to the changes happening in Behavioral Health. The next 1.5 hours will be about not only what CAHSD needs to do to get ready but what we are already doing to get ready. In the afternoon, there will be a presentation on the HIPAA law and addiction confidentiality law which is CFR42. An attorney from a health law firm will discuss HIPAA and employees will receive a handout with the information presented.</p> <p>Crisis Intervention Team (CIT) Training – This is the 15th year CAHSD has conducted CIT training. There are typically 2 trainings per year. The next training is October 14-18 and has a large enrollment.</p>	
Mission/Vision/Value Statement/Branding Development	Rusty Jabour Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Kasofsky stated that Rusty Jabour will be assisting with a relook at CAHSD's mission/vision. Rusty Jabour referred to a number of slides presented by Mr. Wolfe pertaining to mission, vision and values. He stated this information will be used as a guide to reflect on where we've come from and where we are going. He and Dr. Kasofsky we will be working with the executive management team, senior management team and employees specifically in focus groups and clients in focus groups between now and December to map out a draft mission, vision and brand. • Dr. Kasofsky distributed copies of new CAHSD sample logos for review that will be presented at the annual meeting. 	
SAMHSA Primary Care Grant (200 enrolled)	Dr. Kasofsky	<ul style="list-style-type: none"> • There are 200 clients enrolled in Primary Care with Open Health Care Clinic (OHCC) located in CABH. CAHSD's goal for the first year has been met. This is a 5 year program. 	
Move Status	Dr. Kasofsky	<ul style="list-style-type: none"> • East Ascension Parish – We have a signed lease in Gonzales but can't move in until the elevator is installed. Demolition has started but CAHSD was told there will be approximately a 3 month wait. Parish officials have told Dr. Kasofsky that 50% of the promised rent subsidy is in the budget. • North Baton Rouge - MDMHC – Move may still happen. Dr. Kasofsky recently received a call from the new owners, they said they will use the currently negotiated lease. Still don't have a date but as soon as we can sign the lease, we will get started moving. Rent payments begin after we move in. 	

		<ul style="list-style-type: none"> • EBR – The Bon Carre’ lease is 65 pages which is still under review by CAHSD attorneys, Dr. Kasofsky and Rusty Jabour. A real estate lawyer has been engaged to assist in the red line and negotiations. Dr. Kasofsky provided an over view of upcoming meetings pertaining to the move. CAHSD services currently located at the Government Street will occupy the front area of the building with employee parking in the rear. She provided an overview of the locations of the different departments/clinics/pharmacy/OHCC and those that will have separate entrances. They are working with an architect to design the layout to meet the needs of all. Beginning January 2020, the Government Street lease will be month to month. • Bridge Center Update: Things are moving forward. The company awarded the RFP had someone come to Baton Rouge to look at three different properties. There is a meeting next week and she will provide an update at the next Board meeting. 	
Self-Generated Revenue August 2019	Dr. Kasofsky	<ul style="list-style-type: none"> • The SGR Report was distributed and Dr. Kasofsky provided an overview of the information. She stated that going forward, there will be a 2 month lag in reporting so that real dollars that in the back can be reported. 	
Board Membership Status	Dr. Kasofsky	<ul style="list-style-type: none"> • Dr. Permenter will be on maternity leave until after January 2020. • There was general discussion regarding the current member vacancies/available criteria. 	Members will be sent the current criteria mix/availability.
Report from Chairman			
Board Policy Review by Direct Inspection/Board Business			
Financial Conditions & Activities	Mr. Sawyer	<ul style="list-style-type: none"> • The Financial Conditions and Activities Policy was moved into the October 7th Consent Agenda. 	There were no objections and the motions passed.
Treatment of Staff	Mr. Sawyer	<ul style="list-style-type: none"> • The Treatment of Staff Policy was moved into the October 7th Consent Agenda. 	There were no objections and the motion passed.
Global Linkage Policy	Mr. Sawyer	<ul style="list-style-type: none"> • The Global Linkage Policy was moved into the October 7th Consent Agenda. 	There were no objections and the motion passed.
Unity of Control	Mr. Sawyer	<ul style="list-style-type: none"> • The Unity of Control Policy moved into the October 7th Consent Agenda. 	There were no objections and the motion passed.
Accountability of the Executive Director Policy	Mr. Sawyer	<ul style="list-style-type: none"> • The Accountability of the Executive Director Policy was moved into the October 7th Consent Agenda. 	There were no objections and the motion passed.
Delegation to the Executive Director Policy	Mr. Sawyer	<ul style="list-style-type: none"> • The Delegation to the Executive Director Policy was moved into the October 7th Consent Agenda. 	There were no objections and the motion passed.
Review of Policy	Mr. Sawyer	<ul style="list-style-type: none"> • There was no policy assignment to review. 	
Policy Assignment	Mr. Sawyer	<ul style="list-style-type: none"> • Monitoring Executive Director – Kathy D’Albor. 	

General Discussion	Dr. Kasofsky Board Members	<ul style="list-style-type: none"> Dr. Kasofsky explained the procedure for Board members to request additional social workers in their parish. A letter needs to be written to her explaining the need in the parish. She stated that FT social workers must carry a caseload of at least 20. She stated that parents need to sign an authorization form in person for their child to be treated by a CAHSD social worker. 	
Next Meeting	Mr. Sawyer	The meeting was adjourned. The next CAHSD Board meeting will be on November 12, 2019, at 1:00 p.m. at 4615 Government Street, Building 2, Room 200A.	