

**Capital Area Human Services District Board Meeting – via ZOOM  
September 13, 2021**

**Directors Present:** Gerri Hobdy, Chair; Thomas Sawyer, Vice Chair; Laverne Aguiard; Dwayne Bailey; Chalonda Hollins; Gail Hurst; Toddie Milstead; Virginia Pearson; Edward Songy, Jr.; Genny Nadler Thomas; and Mary Winfield

**Directors Absent:** Amy Betts; Kathy D’Albor; Rikki Permenter, PhD; Stephanie Webb; and Rachael Wilkinson

**CAHSD Staff:** Janzlean Laughinghouse, PhD, LCSW-BACS, LAC; Shaketha Carter; Carol Nacoste; Karen Thomas and Karen Bray

**Guests:** Angela deGravelles and Rusty Jabour

	RESPONSIBLE PERSON		FOLLOW-UP
Approval of the September 13, 2021, Consent Agenda and Approval of August 2, 2021, Minutes	Ms. G. Hobdy	<p>Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:20 p.m. A quorum was present.</p> <p>Ms. G. Hobdy thanked the Board members present for attending. She welcomed Ms. Gail Hurst, new Board member representing Point Coupee Parish. Ms. Hurst stated that she is very excited to be serving on the CAHSD Board. Mr. D. Bailey made a motion to approve the September 13, 2021, Consent Agenda. Ms. V. Pearson seconded the motion.</p> <p>Ms. T. Milstead made a motion to approve the minutes of August 2, 2021. Mr. D. Bailey seconded the motion.</p>	<p>There were no objections and the motion passed.</p> <p>There were no objections and the motion passed.</p>
Public Comment	Ms. G. Hobdy	Ms. Hobdy read the public comment section from the meeting agenda. There were no public comments made via the email address designated for submitting comments nor through the Zoom meeting chat.	There were no public comments.
Hurricane Ida	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Dr. Laughinghouse welcomed the Board members to the meeting and said that she hoped none of them had been adversely impacted by Hurricane Ida. She stated there are still people without water, power and some who are displaced.</li> <li>• Dr. Laughinghouse directed the Board members to a video, CAHS Strong, on CAHSD’s Facebook page re: CAHSD’s emergency response during Hurricane Ida. Due to technical issues the video didn’t play. She provided a brief overview of CAHSD’s involvement with the hurricane recovery while the parish was closed and after it was open. <ul style="list-style-type: none"> <li>➤ Capital Area employees have been working 24/7 in the MSNS at the LSU Fieldhouse in the following areas: <ul style="list-style-type: none"> <li>▪ Planning Section, they’ve provided behavioral health support, and discharge planning, responsible for all documentation; conducted phone assessments to see if callers are appropriate</li> </ul> </li> </ul> </li> </ul>	

	Mr. T. Sawyer	<p>for the COVID isolation site, and routed people to resources needed.</p> <ul style="list-style-type: none"> <li>➤ CAHSD staff also served clients in need in our clinics while working shifts at the MSNS and managing their personal recovery efforts.</li> <li>➤ CAHSD clinics are open with the exception of Donaldsonville due to lack of power.</li> <li>➤ CAHSD has contacts at MOSEP and GOHSEP.</li> <li>➤ Currently 24 residents are still located in the shelter. J. Nosacka has been working as the night shift Incident Commander.</li> </ul> <ul style="list-style-type: none"> <li>• Mr. T. Sawyer, Vice Chair, stated that he would like to applaud and thank the CAHSD staff for an outstanding job of continuing to serve the needs of the clients under adverse conditions related to COVID and Hurricane IDA. Ms. G. Hobdy said that the statement made is on behalf of the entire Board.</li> </ul>	
Communications – August & September 2021 Editions of CAHS Connects, Newsletter Highlights	Dr. Laughinghouse	<p><b>Communications - August 2021 CAHS Connects:</b></p> <ul style="list-style-type: none"> <li>• Dr. Laughinghouse provided brief overviews of the following highlights in the August 2021 CAHS Connects newsletter. She reminded Board members they are emailed newsletter links from K. Bray and through the general email system. <ul style="list-style-type: none"> <li>➤ Another tool that will save lives... the legalization of fentanyl test strips to detect the powerful synthetic drug in heroin and other drugs to prevent overdoses and deaths. This tool saved approximately 246 lives alone last year in EBR Parish. While on vacation, Dr. Laughinghouse was interviewed by BRPROUD. She thanked A. deGravelles for arranging the interview.</li> </ul> </li> <li>• 216 children attended CAHSD’s Summer Enrichment camps at 14 area schools. Dr. Laughinghouse explained some of the activities provided including adventure-based fun, arts, crafts, and recreation while learning life skills, such as problem solving and decision making.</li> <li>• The AREA: The August podcast with Ivan Toldson, Certified Peer Support Specialist, and Ricky Pampo, Certified Strength and Conditioning Specialist, was about how physical health impacts mental health. Pampo describes how physical fitness and healthy nutrition can improve the way a person feels mentally. Dr. Laughinghouse provided detailed information on Ricky Pampo’s background and experience.</li> <li>• Louisiana Spirit Program COVID-19 assistance. Free help is available for those who call. For more information, there is a link to a video on CAHSD’s Facebook page.</li> <li>• How CAHSD helps kid with autism.... ASCEND ABA Program</li> </ul>	

serves children with autism ages 2 to 7. The parents learn ABA techniques that can be used at home to increase their child's skills and decrease challenging behaviors. There is a link to a video with Dr. Karen Sheridan on CAHSD Facebook.

**Communications – September 2021 CAHSD Connects:**

- September is Recovery Month and there will be posts on social media. Dr. Laughinghouse encouraged Board members to watch the Ivan Toldson interview with Debra Thomas, Addiction Counselor on YouTube.
- Recovery Sundays Toolkit – Faith based leaders are encouraged to take part in “Recovery Sundays”. The Faith Based Opioid Misuse Prevention Toolkit is being promoted and provides leaders and congregants important information about the dangers of misusing opioids, stimulants and other drugs. The toolkit is free and there’s a link to request one.
- September Collaborative meeting – canceled due to Hurricane Ida and will be rescheduled.
- Tips from CAHSD experts: Back to School – Bryan Gros, PhD, CAHSD Director of Psychology, and School Based Therapist Shelby Wilson, LMSW, talked with WAFB-TV host Johnny Ahysen about the anxieties associated with returning to school. You can watch their interview by clicking on the link provided.
- 230 backpacks given in Donaldsonville – With the help of Donaldsonville Mayor Leroy Sullivan, Sr., Ascension Parish Councilman Alvin “Coach” Thomas, Jr., and School Board Member Robyn Penn Delaney, CAHSD’s School Based Behavioral Health Program distributed 230 backpacks stuffed with school supplies and anti-bullying information. Mr. Bailey, Ascension Board member, thanked Dr. Laughinghouse and CAHSD for distributing the backpacks and said that feedback has been very positive.
- Dr. Laughinghouse thanked board members for reaching out for assistance and making needs in their parish known. There was discussion regarding the distribution of Narcan kits. Dr. Laughinghouse stated that CAHSD acts like a repository. She explained the distribution process through the CAHSD opioid mobile unit, other organizations, individuals and family members. Education is provided to first responders and CAHSD has helped to set up opioid reversal programs. Ideally, individual Narcan kit requests should be referred directly to CAHSD. Ms. T. Milstead thanked CAHSD for assisting her parish with obtaining Narcan kits. Parishes are using data collected to determine their needs.

CARF Survey	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• CARF Survey: No update to report at this time. The digital survey timeframe is October 1–November 30, 2021. Dr. Laughinghouse doesn't expect that Hurricane Ida recovery will impact the survey timeframe.</li> <li>• A room will be setup/designated for FaceTime as needed during the survey.</li> </ul>	
Electronic Health Record – CareLogic	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• The CareLogic October 1, 2021, Go Live Date won't happen because J. Nosacka was pulled to work as Incident Commander at MSNS and other CAHSD staff have been pulled to work there as well. The new Go Live Date is December 1, 2021. We are waiting now to find out if CAHSD will be charged a fee for missing the October Go Live Date. Dr. Laughinghouse explained in detail how the impact of the new system will work/improve CAHSD billing. Manual processes will be automated.</li> </ul>	
SGR –June 2021	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• The June 2021 SGR was reported in advance at the August 2021 meeting: \$329,969.24 SGR at 99% of collections goal.</li> <li>• July 2021 SGR will be provided at the October 2021 meeting as scheduled.</li> </ul>	
Board Membership Update	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Board Membership Update: <ul style="list-style-type: none"> <li>➤ Ms. Aguillard's reappointment is in process – The Governor requested she be reappointed but CAHSD hasn't received her reappointment letter. Boards and Commissions has been contacted for an update.</li> <li>➤ Ms. Gail Hurst, Pointe Coupee, was appointed to the Board.</li> <li>➤ Nothing new to report on West Feliciana vacancies.</li> </ul> </li> </ul>	
Board Member Business Cards	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>• Printed business cards will be mailed by Tuesday.</li> <li>• Electronic business cards have been emailed to all Board members that requested them.</li> </ul>	
<b>Report from Chairman</b>			
<b>Governance Policy Review by Direct Inspection/Board Business</b>			
Ends Statement	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>• Ends Statement – Ms. G. Hobdy opened discussion re: the Ends Statement and asked whether or not the Ends statement language was used for any reports. There was discussion re: keeping the statement written as is for now, rework or delete.</li> <li>• Ends Statement will be on the October 2021 meeting agenda. Ms. G. Hobdy will present recommendations for review/approval.</li> </ul>	This statement was not approved and will be revised and presented at the October meeting for Board review/vote.
Financial Conditions and Activities	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>• Financial Conditions &amp; Activities – Ms. G. Hobdy opened discussion re: the language in this policy. She asked if there are any practices that have changed so that we are aligned in practice and policies. Carol Nacoste and Karen Thomas, CAHSD Accountant Administrator, indicated that the answer is no. Ms. G. Hobdy provided an overview of the areas that need to be changed. She will present the revised policy</li> </ul>	This policy was not approved and will be revised and presented at the October meeting for Board review/vote.

<p>Financial Conditions and Activities &amp; Escrow Reports</p> <p>CAHSD Legislative Audit</p>	<p>Karen Thomas</p> <p>Dr. Laughinghouse</p>	<p>for review and approval at the October 2021 meeting.</p> <ul style="list-style-type: none"> <li>• Reports due for this policy are: <ul style="list-style-type: none"> <li>➤ Year Financial &amp; Escrow Report by Disability – Karen Thomas provided detailed information for the following reports: Budgeted/Expended Funds as of fiscal year 2021 closeout and FY21 Escrow Expenditures Report Summary</li> <li>➤ Legislative Audit Report – Dr. Laughinghouse provided a detailed report on the recent Legislative Audit Report and the finding relating to CAHSD’s procurement of the electronic health record, adherence to CAHSD’s internal policy and State bidding policy. She stated that other Districts have purchased the same software. The Legislative Audit is public knowledge. CAHSD didn’t purchase and advertise according to the state bidding law.</li> </ul> </li> <li>• A motion was made by Mr. T Sawyer to accept the reports as presented. Mr. D. Bailey seconded the motion. There were no recommendations for change.</li> </ul>	<p>There were no objections and the motions passed.</p>
<p>Global Governance Policy</p> <p>Governance Style Policy</p> <p>Board Job Description Policy</p>	<p>Ms. G. Hobdy</p>	<ul style="list-style-type: none"> <li>• Board members reviewed the following policies included in their Board meeting policy packet. <ul style="list-style-type: none"> <li>➤ The Global Governance Policy</li> <li>➤ Governance Style Policy</li> <li>➤ Board Job Description</li> </ul> </li> <li>• There were no recommendations to revise the policies. Ms. G. Hurst made a motion to approve the policies without changes. Mr. D. Bailey seconded the motion.</li> </ul>	<p>There were no objections and the motions passed.</p>
<p>Retreat/Board Development</p>	<p>Ms. G. Hobdy</p>	<ul style="list-style-type: none"> <li>• Retreat/Board Development – Board members will be provided detailed information gathered in the Listening Tour, the changes being implemented as a result and how those changes impact the CAHSD strategic plan. This information will enable Board members to better serve/understand/educate their community members and leaders re: available CAHSD services. <ul style="list-style-type: none"> <li>➤ Dr. Laughinghouse recommends the Board meet virtually from approximately 9-12 (3) hours on a Saturday in October.</li> <li>➤ Ms. G. Hobdy said dates will be sent out via Doodle to determine what is best for each board member and CAHSD staff.</li> </ul> </li> </ul>	
<p>October 2021 Policy Review Assignment</p>	<p>Ms. G. Hobdy</p>	<ul style="list-style-type: none"> <li>• October Policy Assignment –Global Governance Commitment – Ms. G. Hobdy</li> </ul>	
<p>September 2021 Policy Review Assignment</p>	<p>Mr. T. Sawyer</p>	<ul style="list-style-type: none"> <li>• Monitoring the Executive Director Performance - Mr. T. Sawyer gave a brief overview of the policy and how CAHSD is in compliance. He had no recommendations for change. No action needed.</li> </ul>	
<p>Adjournment/Next Meeting</p>	<p>Ms. G. Hobdy</p>	<p>The next Board meeting is on October 4, 2021, at 1:00 p.m. Meeting location or online access information will be provided when determined. D. Bailey made a motion to adjourn the meeting. V. Pearson seconded the</p>	<p>There were no objections and the motions passed.</p>

		motion. The meeting was adjourned.	
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