

Florida Parishes Human Services Authority Administrative Office

835 Pride Drive, Suite B

Hammond, LA 70401

Minutes of the Governing Board Meeting

January 30, 2015 - 9:30 a.m.

Mary Pirosko, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:35 a.m.

Varetta Spears conducted a roll call. A quorum was established.

Attendees:

Governing Board: David Cressy; Linda Deamer-Hart; Rubby Douglas; Danielle Keys; Mary Pirosko; Jan Robert; Ligia Soileau

Absent: None

Board Appointments Pending:

The following board appointments are pending:

- St. Helena to replace Mr. Zachary
- St. Tammany to replace Ms. Klein

FPHSA Staff/ Guest: Melanie Watkins, Executive Director; Rachelle Sibley, Chief Financial Officer (CFO); Tina B. Linder, H R Director; Dr. Schoener LaPrairie, FPHSA Medical Director; Cindy Gutowski, FPHSA/MHS; Janise Monetta, FPHSA/DDS; Bernice Williams, FPHSA/ADS; Dawn Jones, FPHSA/Administration; Rebecca Soley, FPHSA/Administration; Varetta Spears, FPHSA/Administration; Judge Brenda Bedsole-Ricks, 21st JDC; Sharon Delvisco, LaCAN / Northshore Families Helping Families (NFHF); Celeste Falconer, NAMI St. Tammany; Brenda Cosse, Parent-LADDC

Prayer was offered by Mr. Cressy.

Ad Hoc Nominations Committee:

Mr. Cressy, Ad Hoc Nominations Committee representative, recommended the following members to serve as officers of the FPHSA Governing Board for the 2015 year: Ms. Ligia Soileau, Chair and Mr. David Cressy, Vice-Chair.

Ms. Pirosko called for nominations for officers from the floor, there were none.

Ms. Douglas made a motion to accept the nominations for officers of the FPHSA Governing Board for the 2015 year, as recommended by the committee, Ms. Soileau as Chair and Mr. Cressy as Vice-Chair: seconded by Ms. Robert.

Voting Yes: Mr. Cressy, Ms. Pirosko, Ms. Robert, Ms. Soileau; Not voting: Ms. Keys; Not present for the vote: Ms. Deamer-Hart; motion carried.

Swearing-In Ceremony:

Judge Brenda Bedsole-Ricks, 21st Judicial District Court, conducted the swearing-in ceremony of Ms. Danielle Keys, the newly appointed board representative from Washington parish, and the FPHSA officers for the 2015 year: Ms. Ligia Soileau, Chair and Mr. David Cressy, Vice- Chair.

Agenda:

Ms. Douglas requested that the following item be added to the agenda:

- XIII. New Business
 - A. Livingston Parish Board Member

Ms. Pirosko made a motion to adopt the agenda as modified; seconded by Ms. Robert.

Roll call vote unanimous; motion carried.

Consent Agenda:

The Consent Agenda was accepted as presented.

Ms. Robert made a motion to approve the minutes of the previous meeting as presented; seconded by Ms. Keys.

Voting Yes: Mr. Cressy, Ms. Deamer-Hart, Ms. Keys, Ms. Pirosko, Ms. Robert, Ms. Soileau
Abstained: Ms. Douglas; motion carried.

Comments and Questions:

Assuming her new role as Board Chair, Ms. Soileau welcomed all in attendance and extended an opportunity for public input.

Ms. Robert introduced Ms. Celeste Falconer, prospective member of the FPHSA Governing Board, representing St. Tammany parish. Ms. Falconer gave a brief overview of her background and interest. She said that she looks forward to serving on the FPHSA governing board.

Ms. Soileau welcomed Ms. Danielle Keys, newly appointed board member, representing Washington parish. Ms. Keys gave a brief overview of her background and interest.

Ms. Pirosko commended the leaders of LaCAN-Region 9 for the excellent meeting held on January 29, 2015, where numerous community leaders and advocates collaborated on behalf of those with developmental disabilities at a Legislative Roundtable Breakfast sponsored by

Northshore Families Helping Families (NFHF), LaCAN, LaTEACH, and the Louisiana Developmental Disabilities Council.

Ms. Watkins introduced Bernice Williams, serving as Interim Addictive Disorders Director. She expressed gratitude to have Ms. Williams on board helping through this transition.

Ms. Watkins presented an extract from the Livingston Parish Newspaper of the recent Livingston parish school system's Winter Wonderland Agency Fair, held at the Literacy and Technology Center in Walker. She noted that Rona Burkett, FPHSA Waiver Manager, was captured in the news photo as she explained the services the agency provides.

Executive Director Report:

Ms. Watkins submitted a copy of the Executive Director's Report for January to members of the governing board. She outlined the content which included:

1. Attention-Deficit Hyperactivity Disorder (ADHD) Symposium. Ms. Watkins reported that on December 9, 2014, a state-wide ADHD Symposium was held in Baton Rouge at the Department of Health & Hospitals (DHH) to bring attention to the high rate of diagnosing ADHD, along with the over prescribing of psychiatric medications to young children in Louisiana. She said that according to data collected and presented by various experts in the field that Louisiana ranks among the top 3 in the nation. Ms. Watkins said that the area served by FPHSA ranks second in the state with diagnosing and prescribing medications for ADHD. She said that the intent of the symposium was to bring attention to the issue and to promote other ways of intervening and providing services on behalf of children, rather than making a quick diagnosis and prescribing medications to deal with behavioral issues, etc. Ms. Watkins reported that the ADHD Symposium included concerned individuals from across the state, including pediatricians and school personnel to educate the various sectors and service providers of the overuse of medications for children. She said that it is the intent of DHH to have follow-up meetings to promote awareness, as well as a more thorough and comprehensive approach to diagnosing and treating ADHD, along with prescribing practices. FPHSA representatives at the symposium included Melanie Watkins, FPHSA Executive Director; Dr. Schoener LaPrairie, FPHSA Medical Director; Cindy Gutowski, LCSW, FPHSA Interim Mental Health Services Director.
2. Attendance at the Integrated Healthcare Summit. Ms. Watkins reported that on December 11, 2014, Dr. LaPrairie, Cindy Gutowski, and she attended the Integrated Healthcare Summit in Jefferson Parish. She said, the day-long conference addressed the integration of primary care and behavioral health. She said Lisa Gentry, Louisiana Public Health Institute (LPHI), arranged for LPHI to sponsor the lunch at the summit. During the lunch, Ms. Gentry, along with Dr. LaPrairie and Ms. Jan Robert gave a presentation on

the efforts of the St. Tammany Parish Behavioral Health Taskforce, as well as the implementation of the Same Day/Next Day access at FPHSA's Mandeville clinic. Ms. Watkins said the information was very well received. She added, in regards to Same Day/Next Day access, ongoing efforts continue to address issues/concerns that arise in order to streamline the process. Ms. Watkins said that the implementation of the Same Day/Next Day access has been a tremendous adjustment for the staff. She said although some obstacles have been encountered along the way, there is a positive outcome, which is improved access to services. Ms. Watkins said that staff is aware that additional doctor time is needed and they are addressing this issue through recruitment efforts.

3. Update on the IT domain. Ms. Watkins reported that staff are continuing to work toward the IT domain migration from the Department of Health and Hospital (DHH) and the Division of Administration (DOA). She reported that the fiber-optic lines were installed at the Pride Drive location, and plans are to have this phase of the project completed for the other sites within the next few weeks. Ms. Watkins said that the project is going smoothly, thus far, and Trent Myers along with the IT staff are providing close oversight of the installation process. She said that staff are in the midst of working with representatives from ICANotes to finalize the agreement for the new electronic health record. Ms. Watkins said the goal date for implementation is April 1, 2015. She said, staff seems very excited about the benefits that the new electronic record system will offer. She said it will require a lot of time for training, in an effort to get everyone ready for the transition to the new system.
4. Practice Manager Position filled. Ms. Watkins reported that Dawn Jones, Practice Manager for the agency, joined the staff on December 23, 2014. She said that she is pleased to have Ms. Jones join the staff. She reiterated that it is important for Ms. Jones to be involved with the implementation of the new electronic health record. Ms. Watkins said that the goal of having the Practice Manager on the team is to ensure accurate coding and clean claims, to enhance the billing process, and to develop a centralized scheduling system to maximize productivity. She said all of these efforts will be focused on maximizing self-generated revenue, as well as increased service capacity.
5. Legislative Breakfast sponsored by Options, Inc. Ms. Watkins said that on January 15, 2015, she along with Ms. Janise Monetta, FPHSA DDS Director, and two DDS Managers, attended the Legislative Breakfast sponsored by Options, Inc. She said they had a tremendous turnout from the community stakeholders, sponsors, and public officials in attendance.
6. Legislative Roundtable Breakfast sponsored by NFHF, LaCAN, LaTEACH, and the Louisiana Developmental Disabilities Council. Ms. Watkins said that the meeting produced a very positive response and turnout with numerous stakeholders, including

family members, caregivers, professionals, service providers, and several legislators in attendance. Ms. Watkins said she and Ms. Monetta attended the event, along with Ms. Pirosko, FPHSA Board Chair, as well as, a life-long advocate for the developmental disabilities services.

7. Districts/Authorities met with the five Bayou Health Managed-Care Plans. Ms. Watkins reported that on January 22-23, 2015, all of the Districts/Authorities met with the five Bayou Health Managed-Care Plans at DHH in Baton Rouge. She reported that the meeting served as an initial meet and greet, where those in attendance shared information about their respective agencies and the Bayou Health organizations shared their current and future plans related to behavioral health. Ms. Watkins said that the contract between DHH and the Bayou Health organizations is still under development, therefore, the details have not been finalized. She said there will be ongoing meetings as they move through the transition from Magellan to Bayou Health. Ms. Watkins said that there is a significant move in the direction of integrated care, where agencies provide and/or coordinate primary care with behavioral health services in an effort to provide more holistic care to those being served.
8. Substance Abuse and Mental Health Services Administration (SAMHSA) announces grant application process open. Ms. Watkins reported that SAMHSA recently announced that grant applications are being considered for the integration of primary care and behavioral health. She reported that the submission deadline for the grant is February 27, 2015. She said there is a short time frame to apply; however, efforts to explore possibilities are underway.
9. Mid-year budget cuts. Ms. Watkins reiterated that the agency is dealing with mid-year budget cuts, as well as preparing for cuts in next year's budget, given the projected shortfall announced by the Revenue Estimating Committee and the DOA on January 26, 2015.
10. The age-old proverbial question, is the glass half full or half empty? Ms. Watkins said in an attempt to deal with the dire forecasts and looming budget shortfall, the Executive Management Team recently performed an exercise in prosperity thinking. She said the team discussed the glass half-full versus the glass half-empty concept, and then reframed the concept with the glass is full. She conveyed gratitude to the executive management team, who worked diligently to compile data that focused on the positive aspects of the agency and outlined the accomplishments the agency has attained. A copy of the document was provided for the board's review.

Ms. Watkins reported that Policy No.: 900-Media Relations and Form No.: 900.0.1-Media Relations Officer Designation, a new agency policy and form was submitted to the board for review on January 9, 2015. Ms. Watkins explained the recommended

changes to the policy. She said the policy and form became effective on January 14, 2015 with the recommended changes.

Mr. Cressy made a motion to accept the Executive Director's Report for January 2015; seconded by Ms. Pirosko.

Roll call vote unanimous; motion carried.

Ms. Watkins submitted a copy of the 2014 Annual Report to the board. She explained the details of the data contained in the report. Ms. Watkins yielded to Ms. Sibley to elaborate on the fiscal aspect of data contained in the report.

Ms. Hart made a motion to accept the 2014 Annual Report as submitted; seconded by: Ms. Keys.

Roll call vote unanimous; motion carried.

Financial Report:

Ms. Sibley, CFO, provided the financial report for the month of January 2015. She provided the agency's official budget analysis for 2015, which depicted a deficit as of December 31, 2014. She reiterated that the fiscal department will continue to closely monitor revenue and expenditures throughout the year to minimize or eliminate the deficit. Ms. Sibley reported in addition to the current deficit the agency faces, FPHSA has been asked to absorb a mid-year budget cut in State General Funds, due to the state's projected budget shortfall. She provided the following approach that the agency plans to absorb this cut:

- FPHSA will achieve savings by optimization of its financial leveraging through ongoing collaboration with the Low-Income and Needy Care Collaboration Agreement (LINCAA) program, and by conducting a means-of-financing swap for 11 non-Table-of-Organization (TO) positions to replace state funds with federal resources.
- The balance of savings will be achieved through reductions in travel and attrition.

Ms. Sibley provided an update on the agency's collections from Magellan as of January 15, 2015. She also gave a brief overview of the proposed budget for fiscal year 2016. Ms. Sibley said that staff are seeking ways to generate funds, as well as, cost-saving measures to minimize the impact on client services.

Ms. Pirosko made a motion to accept the Financial Report for the month of January 2015; seconded by Mr. Cressy.

Roll call vote unanimous; motion carried.

Old Business

Strategic Plan:

Ms. Soileau reminded members of the board and management staff that Phase 2 of the Strategic Plan development is scheduled for March 13, 2015.

New Business

Livingston Parish Board Member:

Ms. Douglas submitted her letter of resignation from the board. She wished the board and staff of FPHSA great success and vowed to remain an advocate where there is a need for services.

Ms. Douglas said that she pledged to her parish president to remain active on the board until a replacement is named.

Board Announcement:

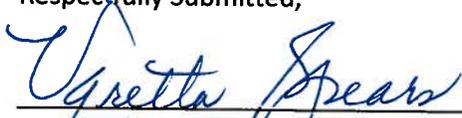
Ms. Deamer-Hart confirmed her resignation from the board due to personal reasons. She expressed gratitude for the experience she gained as a member of the board. She congratulated Ms. Watkins for the role she plays aside from the many constraints faced on a day-to-day basis. She congratulated members of the board and staff for the work they do to serve those in the community. Her last day to serve on the board is March 30, 2015.

Confirmation of the next meeting:

It was confirmed that the next meeting date of the FPHSA Governing Board will be on February 27, 2015 to be held at the Administrative office at 835 Pride Drive, Hammond, LA.

Mr. Cressy made a motion to adjourn; seconded by Ms. Deamer-Hart. Meeting adjourned.

Respectfully Submitted,



Secretary, Varetta Spears

2.27.2015

Date



Executive Director, Melanie Watkins

2/27/2015

Date



Board Chair, Ligia Soileau

2-27-15

Date