

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
February 26, 2016

Ligia Soileau, Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:30 a.m.

Rebecca Soley conducted a roll call. A quorum was established.

Attendees

Governing Board: David Cressy; Celeste Falconer; Danielle Keys; Mary Pirosko; Jan Robert; Ligia Soileau; Carol Stafford

Absent: TaMarlon Carter

Board Appointment Pending

The following board appointment is pending:

- St. Helena Parish

FPHSA Staff/ Guest: Melanie Watkins, Executive Director; Rachelle Sibley, Chief Financial Officer (CFO); Rebecca Soley, FPHSA/Administration; Janise Monetta, FPHSA/DDS; Cindy Gutowski; FPHSA/BHS; Schoener LaPrairie, FPHSA/Administration; Tina Linder, FPHSA/HR; Sherry Larso, Early Steps; Patrick Coudrain, Cashe, Coudrain, & Sandage; Spiller Milton, FPHSA Advisory Council

Prayer was offered by Mr. Cressy.

Ad Hoc Nominations Committee Report

Ms. Pirosko, Ad Hoc Nominations Committee representative, recommended the following members be considered as officers of the FPHSA Governing Board for the 2016 year: Ms. Carol Stafford, Chair and Ms. Danielle Keys, Vice-Chair.

Ms. Pirosko made a motion to nominate the recommended officers of the FPHSA Governing Board for the 2016 year, as recommended by the committee; seconded by Mr. Cressy.

The motion passed unanimously.

Consent Agenda

Ms. Soileau extended an offer for additional agenda items or new business.

Mr. Cressy requested that an update regarding Magellan Claims be added to the Executive Director's Report; seconded by Ms. Keys.

The motion passed unanimously.

Agenda

Ms. Pirosko made a motion to adopt the agenda as amended; seconded by Mr. Cressy.

The motion passed unanimously.

Excused Absence(s)

No requests were submitted for an excused absence.

Approval of Minutes

Ms. Pirosko made a motion to adopt the December 4, 2015, meeting minutes as written; seconded by Mr. Cressy.

The motion passed unanimously.

Public Input

Ms. Soileau welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

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

1. Update on the Transition to Bayou Health/ Managed Care Entity for the indigent: FPHSA transitioned to Bayou Health Managed Care model on December 1st and has experienced many challenges. The transition has not been as smooth as hoped. Since there are five different companies administering and managing the Bayou Health plans, the agency has had to adapt to five different insurance companies' credentialing process, billing codes and modifiers, etc. Each day at noon, there is a statewide provider conference call with one of the designated Bayou Health plans to address issues and concerns presented by the service providers. As a result of the challenges, there has been a lot of frustration expressed by staff and the billing has not been as fluid a process as hoped.
2. ORM Site Survey/Audit: In January and February, FPHSA had a Office of Risk Management (ORM) Site Survey and Audit. The final report has not been received as of yet; however, the ORM Surveyor verbally reported that the agency did well with regards to the audit.
3. Legislative Audit: FPHSA is currently undergoing a Legislative Audit and have been submitting information and various requested documents on a regular basis over the course of the past few weeks. The auditors will be on site Monday, February 29th. In addition to the agency audit, they are assessing the transition process to Bayou Health and are following up on the Statewide Managed Care model, as they did with Magellan.
4. Washington Parish Outreach: FPHSA has been in correspondence with Dr. Gina Lagarde, the Office of Public Health Regional/Medical Director, as well as the Washington Parish Government, about using the Franklinton Public Health Unit one day each week for mental health outreach services. They were all very well pleased with the prospect of the agency providing services at the Franklinton Health Unit, and approval was obtained to proceed accordingly. As a result, FPHSA provided its first outreach services in Franklinton on February 4, 2016.

5. Genoa Pharmacy: On February 15th, Genoa Pharmacy had their official opening at Pride Drive, and the public window opened for services. They are in the process of hiring an additional staff person to assist with medication delivery at the other clinics, which will free up the nursing staff to provide more nursing services.
6. FPHSA Website Redesign: FPHSA has been doing some preliminary work in preparation for further collaboration with "5 Stones Media," and intend to follow-up with them soon to move forward with the website development.
7. CARF/ Agency Policies: Recently, several revised policies have been disseminated for board review. Policy review is a CARF requirement and the agency is diligently trying to review and revise policies as needed or deemed appropriate. On January 29, 2016, the agency received a CARF Annual Conformance to Quality Seal, which reflects our commitment and conformance to accreditation standards.
8. Budget: Of most significance is the current Special Legislative Session, which began on February 14th, and is scheduled to end on March 9th. Because the legislators are having to deal with 2 budgets during this special session, it has been very challenging for all concerned. First, they must deal with the current fiscal year's budget deficit of approximately \$940 million, which has to be resolved by June 30th, as well as approve next year's budget that involves a \$2 billion projected deficit. FPHSA is monitoring and will continue to monitor the special session, and respond promptly to proposed budget reductions in a timely manner so that potential impact information can be shared with legislators. A handout was disseminated and discussed reflecting best and worst case scenarios for proposed mid-year budget reductions.
9. Reduced Work Week: The board was reminded that due to the projected budget deficit, the agency is implementing a reduced work week. The Department of State Civil Service approved 8 days per staff member each pay period throughout the remainder of the fiscal year.
10. The following information was disseminated to each member: 2016 Contact Update Form; 2015 Attendance Roster; and handout "Role of FPHSA Board Members."

Ms. Pirosko made a motion to accept the Executive Director's Report as presented; seconded by Ms. Robert.

The motion passed unanimously.

Swearing-In Ceremony:

Attorney Patrick Coudrain with Cashe, Coudrain, & Sandage, conducted the swearing-in ceremony of Ms. Jan Robert, St. Tammany Parish and Ms. Ligia Soileau, Livingston Parish, for their reappointment on the board, and the FPHSA officers for the 2016 year: Ms. Carol Stafford, Chair and Ms. Danielle Keys, Vice- Chair.

Financial Report- February 2016:

Ms. Sibley, CFO, disseminated a current budget analysis for FY 2016 (July 1, 2015- June 30, 2016) which reflected a projected deficit as of January 31, 2016. It was explained that a portion of the projected deficit is due to delays in billing and collections related to the implementation of the new

electronic health record and billing clearinghouse, as well as the transition to the ICD-10 diagnosis codes and Bayou Health.

The mid-year budget reductions in November and February are also contributing to the projected deficit. FPHSA received a budget reduction in State General Funds in November 2015 and a second reduction in February 2016.

The agency is continuing to monitor expenditures and revenue to deal with the projected deficit.

Ms. Watkins included that the agency has been diligently working to resolve any outstanding Magellan claims and to archive the records in Clinical Advisor. FPHSA worked under the Magellan managed care model until November 30, 2015 and claims can be submitted for up to one year from the date of service. Once all the outstanding claims have processed, the agency will be able to give an update regarding the revenue.

Ms. Soileau made a motion to accept the Financial Report; seconded by Ms. Keys.

The motion passed unanimously.

Annual Policy Review

Ms. Watkins presented Policy 003 — Executive Limits- Treatment of Agency Staff, initially adopted on February 22, 2013, for annual review/consideration.

Ms. Piroosko made a motion to accept Policy 003 — Executive Limits- Treatment of Agency Staff as written; seconded by Ms. Falconer.

The motion passed unanimously.

Personal Financial Disclosure Statement Reminders

A memo of the requirements to file a personal financial disclosure statement on or before May 15th was disseminated to the board, along with the Louisiana Board of Ethics' Form 417- Tier 2.1 Personal Financial Disclosure Statement.

Strategic Planning: Fund Development

Mr. Cressy indicated that in order to file for the FPHSA Foundation, he needed at least three individuals that would be willing to serve on the foundation's board. Suggestions/recommendations should be emailed to Mr. Cressy.

December 2015 Program Report

Ms. Sibley continued the PowerPoint presentation with detailed information related to overall operations by program/service, means of financing/budget, position data, etc. as previously requested by the board. The agency reviews and monitors the information contained in the report in-depth on a regular basis but does not compile it the same format as it was presented to the

board due to the excessive amount of time it takes to compile the information in a detailed overview or "snapshot" format. The board found that the information as compiled, formatted, and presented was very helpful and thanked Ms. Sibley for her hard work in compiling the report. It was requested that the board receive an electronic version of the December 2015 Program report via email.

Mr. Cressy made a motion that the program report be compiled, presented, and emailed to the board on a quarterly basis beginning in April; seconded by Ms. Robert.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting date of the FPHSA Governing Board is Thursday, March 24, 2016, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

Ms. Pirosko made a motion that the FPHSA Governing Board meeting be adjourned; seconded by Mr. Cressy.

The meeting was adjourned.

Respectfully Submitted,

Rebecca Soley

Rebecca Soley, Secretary

03/24/16

Date

Melanie Watkins

Melanie Watkins, Executive Director

3/24/16

Date

Carol Stafford

Carol Stafford, Board Chair

4/22/16

Date