

**Florida Parishes Human Services Authority
Minutes of the FPHSA Governing Board Meeting
FPHSA Headquarters
835 Pride Drive, Suite B, Hammond, LA 70401
August 23, 2024**

Dr. Genesa Garofalo Metcalf, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:34 a.m.

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

Attendees

Governing Board: David Duplantier, Timothy Lentz, Genesa Garofalo Metcalf, M.D; Rev. Gary Porter; Carol Stafford; and Noble-Bates Young

Absent: Brandon Browning and Mona Pellichino

FPHSA Staff/ Guest: Richard Kramer, FPHSA Executive Director; Rebecca Soley, FPHSA Board Secretary; Rachelle Sibley, FPHSA Chief Operating Office

Prayer was offered by Rev. Porter.

Agenda/Consent Agenda

Dr. Metcalf extended an offer for additional agenda items or revisions to the agenda.

Mr. Lentz made a motion to accept the agenda as presented; seconded by Mr. Young.

The motion passed unanimously.

Excused Absences

Rev. Porter made a motion excusing the absence of Mr. Browning and Ms. Pellichino; seconded by Ms. Young.

The motion passed unanimously.

Approval of Minutes

Mr. Lentz made a motion adopting the July 26, 2024, minutes as written; seconded by Rev. Porter.

The motion passed unanimously.

Public Input

Dr. Metcalf welcomed all in attendance and extended an opportunity for public input.

Executive Director Report

Mr. Kramer presented the following updates for August 2024:

1. Probation and Parole Pilot: Our pilot project with Probation and Parole began on August 1, 2024. To date, we have had 24 referrals which is about double what we had expected for the month. We knew going in that there might be a need to adjust the screening if the first few months indicated it was either too sensitive or not sensitive enough. This is something we will assess after a bit more time to be sure we are accomplishing the spirit of the program. Overall, other than higher than expected numbers, the program is off to a good start and Probation and Parole have been great partners to work with.
2. HVAC Update: Last month we discussed the HVAC units at the Medical Arts Plaza building and the Board suggested that we look at replacing the second unit rather than repairing it if the finances made sense. We did secure a bid for replacement and it was roughly \$10,000 more than the repair cost. As this unit is very old and could easily cost that much in repairs over the next couple of years, the decision was made to replace both units.
3. Budget Update: It's the time of year where we submit the budget requests for next fiscal year to LDH. It is expected that there will be a significant shortfall in state general fund dollars related to the expiration of the temporary sales tax. All agencies in the LDH budget were given instructions to indicate any efficiencies they thought they could realize that could save some SG dollars. Because we have been over budget and requiring the use of escrow to support our programs for the past few years, we responded that we do not think there is any opportunity to reduce our SGF without reducing services. It is worth noting that the instructions said that no requests would be considered for any new expenditures with the exception of a few categories, among those was behavioral health programs.
4. Bridge Clinic: Several months ago conversations began with St. Tammany Parish about partnering with them to operate a bridge clinic for opioid treatment at the Safe Haven campus using opioid settlement dollars. Those talks have been paused for months now following personnel changes at St. Tammany Parish. Earlier this week I had a chance to meet with the new staff member assigned to this project there and proposed a plan to move forward with this project. The plan is supposed to be presented to the Parish President next week and I am hopeful that this project can move forward quickly once approved to help make a difference in our community.
5. Legislative Audit Update: The Legislative Audit has been completed and we are awaiting notice of an Exit Conference any day now. It is not expected that there will be any other findings besides the one payroll related finding previously discussed in an earlier board meeting.
6. Annual Property Report: Our annual property report was due to the Division of Administration earlier this month. The inventory was completed with \$1.2 million dollars of movable property across the district with all items accounted for.
7. Civil Service Audit: We were notified this week of an upcoming Civil Service audit next month. This is a routine audit and we typically score very high on these and I am expecting similar outcomes this time around.
8. Employee Enrichment Day: On July 31, 2024, we had our Employee Enrichment Day event celebrating the 20th anniversary of FPHSA at the Castine Center. The day was filled with speakers on various topics inclusive of all of the different services our agency is responsible

for. It was a very well received event that will hopefully inspire our team to continue doing great things for the people we serve for the next 20 years.

9. **Developmental Disabilities Services Data Information:** Mr. Kramer provided some developmental disabilities services data for May, June, and July 2024 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including referrals, new requests, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF; the number on the waiting list; and Waiver Information including those receiving Waiver Services, pending waiver services, waiver recipients admitted to institutions; the number of SUN referrals submitted to State Office; and ACT421 CMO information including number of referrals, eligible determinations, denials, and appeals.
10. **Behavioral Health Services Information:** Mr. Kramer provided the number of persons served and services provided for the following: Bogalusa Behavioral Health Clinic; Denham Springs Behavioral Health Clinic; Mandeville Behavioral Health Clinic; Rosenblum Behavioral Health Clinic; Slidell Behavioral Health Clinic; Outreach Services in Franklinton, Greensburg, and Kentwood; and Home and Community Based Services, as well as the number serviced through Residential Treatment Services in May, June, and July 2024.

Mr. Lentz made a motion to accept the Executive Director's report as presented; seconded by Ms. Young.

The motion passed unanimously.

Financial Report:

Fiscal Year 2024 (July 1, 2023 through June 30, 2024)

Ms. Sibley indicated that Fiscal Year 2024 ended on June 30, 2024. The close out process is still underway and the final close out report will be available when process is complete.

Fiscal Year 2025 (July 1, 2024 through June 30, 2025)

Ms. Sibley indicated that the agency is still spreading FY25's budget and a budget report and projections will be available after the first quarter.

Fiscal Year 2026 (July 1, 2025 through June 30, 2026)

Ms. Sibley indicated that the agency is also starting to work on FY26's budget.

Rev. Porter made a motion to accept the Financial Report as presented; seconded by Ms. Young.

The motion passed unanimously.

Board Business

Policy Review

Mr. Kramer presented the policies and procedures outlined below for the board's annual review.

- 005 Executive Limits- Treatment of Consumers
- 019 Executive Limits- Ends Focus on Grants and Contracts

Ms. Young made a motion approving the policy as presented; seconded by Mr. Lentz.

The motion passed unanimously.

Confirmation of the Next Meeting

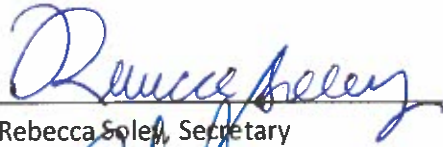
It was confirmed that the next meeting of the FPHSA Governing Board will be on September 27, 2024, at 9:30 a.m. at FPHSA Headquarters.

Adjournment

Mr. Lentz made a motion to adjourn the meeting at 9:59 a.m.; seconded by Rev. Porter.

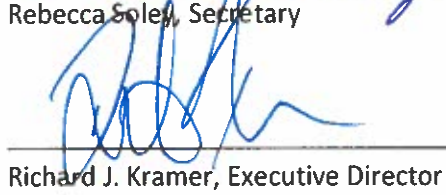
The motion passed unanimously.

Respectfully Submitted,



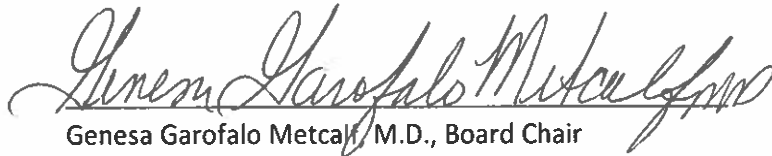
Rebecca Soley, Secretary

9/27/24
Date



Richard J. Kramer, Executive Director

9-27-24
Date



Genesa Garofalo Metcalf, M.D., Board Chair

9/27/24
Date