

Florida Parishes Human Services Authority
Governing Board Meeting
October 25, 2013
11236 Hwy 16 W
Amite, LA

Ms. 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.

In attendance:

Board Members:

Present: Linda Deamer; Marty Dean; Rubby Douglas; Cheryl Klein; Mary Pirosko; Edward Ratcliff; Jan Robert; Ligia Soileau; Thomas Zachary, Jr.

FPHSA Staff / Guest: Melanie Watkins, Executive Director; Tina B. Linder, H R Director; Tra Ladner, FPHSA/MHS; Sue Hutti, FPHSA/ADS; Rebecca Soley, FPHSA Administration; Varetta Spears, FPHSA Administration

Prayer was offered by Ms. Deamer.

Ms. Robert made a motion to accept the minutes of the previous meeting; seconded by Mr. Zachary.

Roll call voting as follow: Voting yes: Ms. Deamer; Ms. Klein; Ms. Pirosko; Mr. Ratcliff; Ms. Soileau; Abstained: Ms. Douglas; Not present at time of vote: Mr. Dean; motion carried.

Ms. Pirosko welcomed all in attendance and extended an opportunity to express comments or questions.

As per request at the last meeting, Dr. Tra Ladner submitted data regarding the number of client that received mental health services in the community in collaboration with Louisiana Spirit, through a grant provided by Substance Abuse and Mental Health Services Administration (SAMHSA) and Federal Emergency Management Agency (FEMA), for recovery work done post-Hurricane Isaac. A request was made that the information be disseminated to the board as per parishes served.

Executive Director's Report:

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

- Report on the Budget for fiscal year 2014-15. Ms. Watkins reiterated that the executive administrative office is still short-staffed due to two key staff out on extended leave; however,

the budget request for fiscal year 2014-15 was submitted to the Department of Health & Hospitals (DHH) on time. Ms. Watkins reported that the Division of Administration (DOA) considered a decrease to the agency's table of organization by eliminating four positions. Ms. Watkins reported that she submitted justification that the positions are necessary for agency operations and requested that the positions remain on the agency's organization chart.

- Update on the Coordinated System of Care (CSoC). Ms. Watkins reported that ongoing dialogue continues with key project staff designated by DHH/Office of Behavioral Health (OBH), regarding the development of the CSoC initiative. She reported that communication with the various social services coalitions across the area is in process to ensure that the community is aware of the upcoming development of additional services through CSoC for the high-need, at-risk youth population in the local area. Ms. Watkins reported that although no specific meeting dates have been scheduled, future meeting dates will occur in February, 2014. Ms. Watkins reported that information obtained from the local CSoC Stakeholders meeting held in August was compiled and forwarded to DHH/OBH as part of the assessment process. A copy of the information was submitted to the board.
- Update on FPHSA Executive Administration move. Ms. Watkins reported that the Executive Administrative office is scheduled to move to the Pride Drive location in early December. She indicated that this is in an effort to relocate before the holidays and in advance of the Commission on Accreditation of Rehabilitation Facilities (CARF) site survey. Ms. Watkins said that the anticipated date of the CARF site survey is the last week of January, 2014.
- Update on Rosenblum Mental Health Center Children's Services (RMHC-C) lease. Ms. Watkins reported that FPHSA staff met with North Oaks Medical Center (NOMC) staff on October 7, 2013, to further discuss the proposed Memorandum of Understanding (MOU) and to clarify some of the revisions proposed by NOMC. Ms. Watkins said that negotiations are ongoing.
- Training opportunity for clinicians. Ms. Watkins reported that FPHSA staff was contacted by a representative with the Tulane Department of Psychiatry regarding a training opportunity for clinicians that work with children and adolescents. She explained that Tulane, in partnership with the Department of Children and Family Services (DCFS), has a 5-year project funded to improve access to evidence-informed mental and behavioral health services for youth. Ms. Watkins explained that Tulane is offering free training in cognitive-behavior therapy to address Post-Traumatic Stress Disorder (PTSD) in children ages 3 to 18 years old. She said in addition to the initial training, there will be ongoing consultation provided by Tulane on a weekly basis. Ms. Watkins said that it is a great training opportunity for staff, which will ultimately benefit those we serve.
- FPHSA Developmental Disabilities Services (DDS) staff community involvement. Ms. Watkins reported that DDS staff continues to be very active in the community. She said that they facilitated the Quarterly Provider Meeting in September, which provides education, information, and networking opportunities for community providers who provide services for both the waiver and community services participants. Ms. Watkins reported that FPHSA staff participated in the peer monitoring visit with the Department of Health & Hospitals (DHH)/Office for Citizens with Developmental Disabilities (OCDD) staff, to review outcomes and policy compliance at Jefferson Parishes Human Services Authority (JPHSA). She reported that they also attended the

monitoring visit at South Central Human Services Authority (SCHSA) on October 24, 2013. Ms. Watkins added that both mental health and developmental disabilities services staff recently participated in a workshop sponsored by the local DCFS in Covington, LA, with the goal being to improve child welfare outcomes. Ms. Watkins said that numerous other local agencies attended the workshop.

- Upcoming presentation. Ms. Watkins reported that FPHSA staff is scheduled to make a presentation on November 4, 2013 at the Northshore Baptist Association. She said the association's membership consists of local ministers. Ms. Watkins explained that they are developing a collaborative across the region and are eager to learn more about the services FPHSA provide in the community.
- Update on managed care. Ms. Watkins reported that ongoing efforts continue with Magellan, as well as DHH/OBH, regarding the transition to managed care, the billing processes, and the data collection system. She said active work continues with both, the OBH and Magellan toward better accountability regarding the revenue collections from Magellan. Ms. Watkins informed the board that the agency has obtained a new Tax Identification number, which should help to clarify the stream of payments from Magellan, in addition to the accounting process. She said that all the districts/authorities have been working toward this goal, as well as to ensure more accurate accountability regarding payments from Magellan. Ms. Watkins reported that FPHSA management staff received confirmation that Magellan is in the process of developing and implementing the capacity within Clinical Advisor (CA) to allow third-party billing. She was pleased to add that Magellan now allows billing for injections by nursing staff, which is retroactive to March, 2013. Ms. Watkins reported that as a result of the Legislative Audit, immediate corrective action plan was implemented to address the issues and concerns outlined in the report. She reported that continued frustration is expressed with regards to the difficulty encountered in running reports and gathering data, from CA. Ms. Watkins reported that after submitting final end-of-year Louisiana Performance Accountability System (LaPAS) reports to the Division of Administration (DOA), it was clear that the information obtained for addictive disorders services and mental health services was inaccurate. She reported that the data reported for LaPAS is of significant concern. She reported following the LaPAS deadline, DHH/OBH worked diligently to improve the data reports. DHH recently created a new program, Data Quest 2. Ms. Watkins said with the implementation of Data Quest 2, staff is encouraged that the reports reflect a more accurate number of clients served. Ms. Watkins said that FPHSA staff worked with DHH/OBH at length to obtain more accurate data for the summary report prepared for the board. She presented a concise Annual Report to the Board for Fiscal Year 2013, and explained the details of the data contained in the report.

As a result of the questionable end-of-year data available through the CA System, members of the board suggested that the administrative staff include a disclaimer with the data report for fiscal year 2013, to emphasize that the number of clients served by the agency, as noted in the report, is questionable and to ensure the need of service in the community is clear.

Dr. Ladner shared that the Permanent Supportive Housing (PSH) program was transitioned to Magellan of Louisiana as of October 9, 2013.

Ms. Deamer made a motion to accept the Executive Director's Report; seconded by Mr. Ratcliff.
Roll call vote unanimous; motion carried.

Financial Report:

Ms. Watkins submitted the following reports to the board for review: Magellan Monthly Targets versus Projected; Monthly Budget Report for Fiscal Year 2013-2014, for the month ending September 30, 2013. She explained the details of the data contained in each report.

Mr. Ratcliff made a motion to accept the Financial Report; seconded by Ms. Roberts.

Roll call vote unanimous; motion carried.

Old Business:

Board Members Terms:

Ms. Klein made a motion to submit a letter of recommendation to St. Tammany Parish President requesting to extend the appointment of Mr. Dean to the FPHSA Governing Board, to ensure continuity in board membership; seconded by Mr. Ratcliff.

Roll call vote as follow: Ms. Deamer; Ms. Douglas; Ms. Pirosko; Ms. Robert; Ms. Soileau; Mr. Zachary; abstained: Mr. Dean, motion carried.

Ms. Klein made a motion to submit a letter of recommendation to Tangipahoa Parish President requesting to extend the appointment of Ms. Pirosko to the FPHSA Governing Board, to ensure continuity in board membership; seconded by Ms. Deamer.

Roll call vote as follow: Mr. Dean; Ms. Douglas; Mr. Ratcliff; Ms. Robert; Ms. Soileau; Mr. Zachary; abstained: Ms. Pirosko, motion carried.

The reappointment of Ms. Douglas was pending, following discussion with her parish President.

Executive Director's Evaluation

Ms. Douglas recommended that the same rating scale forms previously used for the Executive Director's Evaluation Process be included with the recently adopted policy and procedure.

The board discussed the upcoming board meetings and a consensus concluded that the meetings will be held as follow: November 22, 2013 and December 20, 2013.

Ms. Pirosko requested that the meeting convene in Executive Session to discuss personnel matters.

Ms. Deamer made a motion that the meeting convene in Executive Session at 11:10 a.m.; seconded by Mr. Ratcliff.

Roll call vote unanimous: motion carried.

Following the Executive Session, Mr. Zachary made a motion to adjourn the meeting at 12:10 p.m.; seconded by Mr. Dean.

Roll call vote unanimous; motion carried.

Meeting adjourned.