

Florida Parishes Human Services Authority Administrative Office
835 Pride Drive, Suite B
Hammond, LA 70401
Minutes of the Governing Board Meeting
October 26, 2018

Carol Stafford, Board Chair, called the meeting of the Florida Parishes Human Services Authority (FPHSA) Governing Board to order at 9:36 a.m.

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

Attendees

Governing Board: David Cressy; Ligia Soileau; Genesa Garofalo Metcalf, M.D; Mona Pellichino; and Carol Stafford

Absent: Liz Gary; Danielle Keys; Timothy Lentz; Gary Porter

FPHSA Staff/ Guest: Richard Kramer, Executive Director; Rachelle Sibley, CFO; Rebecca Soley, FPHSA/Administration; Janet Gordon, FPHSA/Administration; Schoener LaPrairie, M.D., FPHSA Medical Director; Cindy Gutowski, FPHSA/Behavioral Health Services; Joseph Bodenmiller, FPHSA/Behavioral Health Services; Janise Monetta, FPHSA/Developmental Disabilities Services; Trent Myers, FPHSA/Administration

Prayer was offered by Mr. Cressy.

Agenda/Consent Agenda

Ms. Stafford extended an offer for additional agenda items or revisions to the agenda. No new items or revisions were requested.

Mr. Cressy made a motion to approve the agenda as presented; seconded by Dr. Metcalf.

The motion passed unanimously.

Excused Absence(s)

Dr. Metcalf made a motion to excuse the absences of Ms. Gary, Ms. Keys, Mr. Lentz, and Rev. Porter; seconded by Ms. Soileau.

The motion passed unanimously.

Approval of Minutes

Dr. Metcalf made a motion to adopt the September 28, 2018, meeting minutes as written; seconded by Mr. Cressy.

The motion passed unanimously.

Public Input

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

Executive Director Report

Mr. Kramer submitted a copy of the Executive Director's Report for October to members of the governing board. He outlined the content which included:

1. **Budget Update:** The Joint Legislative Committee on the Budget plan has been submitted to LDH and work with LDH fiscal staff is proceeding to determine how to move forward with the next step with the best chance of favorable passage. I have been meeting with our local Senators and Representatives who are on the committee and have been encouraged by the support so far. Our current projections still indicate that collections will be above budget again in the current year and this is a plan that will allow us to put these funds to use in better serving our community rather than depositing it into escrow.
2. **Mental Health First Aid Train the Trainer Training:** The Mental Health First Aid Train the Trainer training for first responders occurred this week and looks to have been a big success. We had participation from across all parishes including St. Tammany Parish Sheriff's Office, Tangipahoa Parish Sheriff's Office, Livingston Parish Sheriff's Office, Washington Parish Sheriff's Office, Covington Police Department, Slidell Fire Department, Covington Fire Department, Denham Springs Police Department, Acadian Ambulance, Southeastern Louisiana University Campus Police Department, Greensburg Police Department, and Probation and Parole. All of these agencies will now have the ability to incorporate this training into their own training to improve the response of their staff to mental health crises improving the safety of their staff and that of those in crisis.
3. **Employment Fair Update:** At the last meeting, it was discussed that the employment fair for Tangipahoa Parish would be held at Southeastern Louisiana University on November 15th. Although we've had good interest from many fronts we did not have enough employers committed to make the event the success that we would like for it to be so we are rescheduling the event for some time after the first of the year. It is expected that with the additional time to plan that we will be able to secure more participants and have a greater impact than if we pushed forward with the earlier date.
4. **Grants Update:** The final awards for the many grants discussed at the last meeting were made effective October 1st and the efforts to implement the programs they will fund are underway. Work is continuing with the contractor with whom we are planning to operate the mobile crisis team as well as the opioid peer support specialists through the SOR and STR grants. It is expected that this contract will be finalized within the next thirty days with a start date of December 1, 2018. Additionally, the Louisiana Partnership for Success Grant Part II is now in the planning stage of the grant and community partners to carry out the prevention activities in Tangipahoa and St. Helena parishes are being secured.
5. **Zero Suicide Update:** Dr. April Foreman will be visiting FPHSA on November 5th to begin implementation of Zero Suicide. She will conduct an orientation for the Zero Suicide team and follow up with guiding us through a strategic planning session to plan our agency implementation. Representative Falconer, who introduced Zero Suicide legislation last session, has been invited to come in and say a few words and we are awaiting confirmation from him.
6. **Denham Springs Clinic Update:** The Denham Springs clinic building is finally ready for us to move in and we are planning a November 7th move at this point. The plan will be to operate in the new location as a full-time clinic immediately and plan for a grand opening type of event in the

second week of January inviting local politicians and others for a ribbon cutting. It is very exciting to see this long-awaited step finally happening to better serve the people of our area.

7. Genoa Pharmacy Expansion: Over the past several months we have been having discussions with Genoa, the contracted pharmacy company at the Hammond site, about expanding pharmacy operations to our other locations. After gaining approval from LDH to make physical changes to the building, we have agreed with Genoa to open a pharmacy at the Mandeville Behavioral Health Clinic site. This will require minor renovations that will be paid for and carried out by Genoa and will result in an on-site pharmacy that will serve the clients of that clinic. Making it easier for our clients to access their prescriptions will have a positive impact on the outcomes for those individuals and this agreement will make this possible.
8. Developmental Disabilities Services Information: Mr. Kramer provided some developmental disabilities services data for July, August, and September 2018 on the following information: Systems Entry; Referrals for Crisis Placement; PASRR; Residential Placement Searches; IFS Information including Referrals, individuals/families receiving IFS, the number on the waiting List, and denials; FFF information including those receiving FFF and the number on the waiting list; and Waiver Information including those receiving Waiver Services and the number on the waiting list.
9. 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 for July, August, and September.

Mr. Cressy made a motion to accept the Executive Director's report as presented; seconded by Dr. Metcalf.

The motion passed unanimously.

Financial Report- October 2018:

Ms. Sibley presented the Financial Report for October 2018 as follows:

Fiscal Year 2019 (July 1, 2018 – June 30, 2019)

Ms. Sibley disseminated the Monthly Budget Report for month ending September 30th. FPHSA's current FY19 budget analysis reflects a projected deficit; however, it is projected that funds will be transferred into escrow due to over-collections in self-generated revenue. Fiscal will continue to monitor revenue and expenditures closely. Ms. Sibley also provided the beginning escrow balance as of the beginning of FY19.

Fiscal Year 2020 (July 1, 2019 – June 30, 2020)

Ms. Sibley disseminated the final FY 2020 draft budget request recap that was submitted to the Louisiana Department of Health (LDH) earlier this month. The final FY20 request reflects an overall increase above the current FY19 budget. The request is mainly a continuation budget request following the Division of Administration's process for salaries, related benefits, market adjustments (formerly merit increases or performance adjustments), and inflation. FPHSA is requesting the authority and funding for one additional position for Developmental Disabilities Services to meet the needs associated with the increased funding and volume of services as a result of ACT 73 of the

2017 Regular Legislative Session and System Transformation Tiered Waiver process. Also included in the request is funding to cover the fiscal agent transfer from LDH to FPHSA, including one additional position. Final copies of the request and all supporting documentation are due to LDH October 29th.

Dr. Metcalf made a motion to accept the financial report as presented; seconded by Ms. Soileau.

The motion passed unanimously.

Board Business

Board Member Terms

Ms. Stafford indicated that the board member terms for Ms. Soileau, Dr. Metcalf, and Mr. Lentz will expire at the end of the year. FPHSA will request the reappointments of Dr. Metcalf and Mr. Lentz to serve a consecutive term. Ms. Soileau elected to rotate off the board after serving two consecutive terms. FPHSA will consult with Livingston Parish's governing authority about appointing someone to fill this vacancy.

Officer Terms

Ms. Stafford indicated that the officer terms for Chair and Vice Chair will expire at the end of the year. An ad hoc committee was formed to discuss officers for 2019. The ad hoc committee members include: Ms. Stafford, Ms. Pellichino, and Dr. Metcalf.

Executive Session

Mr. Kramer indicated that per FPHSA Board policy, an evaluation of the Executive Director must be conducted no later than November 30th of each year. Mr. Kramer indicated that he was prepared to present his self-assessment to the board.

At 10:14 a.m., Ms. Pellichino made a motion to move into executive session to allow Mr. Kramer to present his self-assessment to the board; seconded by Mr. Cressy.

The motion passed unanimously.

At 10:33 a.m., Mr. Cressy made a motion to reconvene into regular session; seconded by Ms. Pellichino.

The motion passed unanimously.

Confirmation of the next meeting

It was confirmed that the next meeting of the FPHSA Governing Board is scheduled on Friday, December 7, 2018, at the Administrative Office at 835 Pride Drive, Suite B, and Hammond, LA.

FQHC Model Presentation

Guest speaker/Consultant, Ann Deinhardt, gave a presentation on the Federally Qualified Health Center (FQHC) Program to the board and FPHSA's leadership team. Ms. Deinhardt provided the definition of what an FQHC and information about the advantages to becoming an FQHC, the

available subsets, the requirements to obtain an FQHC status, the governance composition, and the application process. An initial service area analysis was also discussed.

Adjournment

Dr. Metcalf made a motion to adjourn the meeting; seconded by Mr. Cressy.

The motion passed unanimously.

The meeting was adjourned.

Respectfully Submitted,

Rebecca Soley, Secretary

Date

Richard J. Kramer, Executive Director

Date

Carol Stafford, Board Chair

Date