

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
BOARD MEETING  
ELMWOOD FACILITY  
1500 River Oaks Road West  
Elmwood, LA 70123

Monday, December 2, 2024

JPHSA Board Members in Attendance:

Robin Parker-Brooks  
Shawnta Gardener-Taylor

Alan Carroll  
Darrel Renfro

Patricia Ehrle  
Bruce Galbraith

Alex Redfearn  
James Guidry

JPHSA Board Members Absent:

None

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director  
Trudy Ingersoll, Board Liaison

Visitors in Attendance:

None

Ms. Gardener-Taylor called the meeting to order at 6:13 p.m.

1. Order, Attendance, Introduction of Visitors, Adoption of Agenda

Ms. Gardener-Taylor asked staff members and guest in attendance to introduce themselves.

Ms. Gardener-Taylor noted a change in the agenda and asked for a motion to adopt the agenda as presented. Ms. Redfearn made a motion to accept the agenda as presented. Dr. Parker-Brooks seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages

Mr. Renfro stated he has been appointed to the Trafficking Advisory Board. The next meeting is on January 30, 2025 in Baton Rouge and it is open to the public. A discussion followed.

4. Required Approvals Agenda

A. Nomination Committee Report – Ms. Gardener-Taylor reported the Nominating Committee selected Ms. Gardener-Taylor to remain as chair and Dr. Parker-Brooks to remain as vice chair. Ms. Gardener-Taylor asked for a motion to accept the nominations as presented. Mr. Carroll made a motion to accept the nominations as presented. Sgt. Guidry seconded. Passed unanimously.

B. November Minutes – Ms. Redfearn made a motion to approve the minutes as presented prior to the meeting. Ms. Ehrle seconded the motion. Passed unanimously.

C. FY 25 Agency Expense Budget – Dr. DiChiro reviewed the FY 25 Agency Expense Budget. A discussion followed. Mr. Renfro made a motion to accept the FY 25 Agency Budget as presented. Dr. Parker-Brooks seconded. Passed unanimously.

## 5. Board Education.

### A. Executive Director Update – Dr. DiChiro Derbes reported as follows:

- Parish Proposal – Dr. DiChiro Derbes reported she is currently attending the National Dialogues convention in New Orleans. JPHSA sponsored a table. A discussion followed.

- Tulane Meeting – Dr. DiChiro Derbes reported that she is looking for space on the West Bank to expand early childhood services in Jefferson Parish. A discussion followed.

B. JeffCare Board Update – Dr. DiChiro reported that the 340B pharmacy offers expensive medication to individuals at a discounted price. A consultant was on-site to meet with the JeffCare Board. A discussion followed.

## 6. Monitoring Executive Director Performance

A. Asset Protection Monitoring Report – Ms. Gardener-Taylor opened discussion on the Asset Protection monitoring report. Ms. Gardener-Taylor asked the Board if they assessed the interpretation of the monitoring report to be a reasonable interpretation of the policy. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the interpretation of the policy as reasonable. Mr. Galbraith made a motion to accept the interpretation as reasonable for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Mr. Carroll. Passed unanimously.

Ms. Gardener-Taylor asked the Board if they felt the data presented in the monitoring report indicated compliance with the interpretation presented. The Board affirmed they did. Ms. Gardener-Taylor asked for a motion to accept the data provided as documentation of compliance with this policy. Mr. Galbraith made a motion to accept the data provided as documentation of compliance for the Asset Protection monitoring report as presented prior to the meeting. Seconded by Sgt. Guidry. Passed unanimously.

## 7. Monitoring Board Performance

A. Board Self-evaluation – Ms. Gardener-Taylor volunteered to complete the Board self-evaluation.

B. Policy Review – Unity of Control – Ms. Gardener-Taylor opened discussion on the ENDS Focus on Grants or Contracts policy. There were no changes to this policy.

– Delegation to the Executive Director – Ms. Gardener-Taylor opened discussion on the Global Governance-Management Connection policy. There were no changes to this policy.

C. 2025 Agenda – Ms. Gardener-Taylor opened discussion on the proposed 2025 Board agenda. A discussion followed. The Board agreed on the tentative retreat date. Dr. Parker-Brooks made a motion to accept the 2025 Years Agenda as presented prior to the meeting. Seconded by Sgt. Guidry. Passed unanimously.

D. Recruitment  
None.

## 8. Announcements

A. Board Generated Items  
None.

B. Next Board meeting – The next meeting of the Board is on Monday, December 2, 2024, 6:00 p.m. at **JPHSA's Elmwood Building, 1500 River Oaks Road W., Elmwood, LA 70123.**

9. Adjournment

Mr. Renfro made a motion to adjourn the meeting at 6:45 p.m. Mr. Carroll seconded the motion. Passed unanimously.

  
SHAWNTA GARDENER-TAYLOR  
Board Chairperson