

JEFFERSON PARISH HUMAN SERVICES AUTHORITY
BOARD MEETING
WEST JEFFERSON TRAINING ROOM
5001 West Bank Expressway, Suite 200
Marrero, LA 70072

Monday, May 1, 2023

JPHSA Board Members in Attendance:

Robin Parker-Brooks Alan Carroll Patricia Ehrle Alex Redfearn
Shawnta Gardener-Taylor

JPHSA Board Members Absent:

James Arey Darrel Renfro Bruce Galbraith

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Christy Dempster, Chief Financial Officer
Dan Mui, General Counsel
Trudy Ingersoll, Board Liaison

Ms. Gardener-Taylor called the meeting to order at 6:02 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 asked for a motion to adopt the agenda as presented. Ms. Redfearn made a motion to accept the agenda as presented. Mr. Carroll seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages

None.

4. Required Approvals Agenda

A. April Minutes – Ms. Redfearn made a motion to approve the minutes as presented prior to the meeting. Dr. Parker-Brooks seconded the motion. Passed unanimously.

B. JPHSA Financial Quarterly Report – Ms. Dempster reviewed the report presented prior to the meeting and answered questions of the board. Mr. Carroll made a motion to accept JPHSA's 3rd quarter financial report as presented. Ms. Ehrle seconded. Passed unanimously.

C. JPHSA Board Financial Quarterly Report – Ms. Dempster reviewed the report presented prior to the meeting and answered questions of the board. Ms. Redfearn made a motion to accept JPHSA's 3rd quarter financial report as presented. Dr. Parker-Brooks seconded. Passed unanimously.

5. Board Education.

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

- OCDD Annual AP Audit – Dr. DiChiro Derbes reported the results of the audit. Flexible Family Fund and One-time Funding received 100% across the board. A discussion followed.
- Parish-wide Emergency Planning – Dr. DiChiro Derbes reported that she and several staff members will be participating in a Parish-wide emergency exercise this coming Friday at Delgado Community College. A discussion followed.
- House Appropriations – House Bill 1 – Dr. DiChiro Derbes reported that House Bill 1 has an amendment regarding the Louisiana Department of Health budget for Medicaid Unwind. The amendment will go to the House floor for discussion. A discussion followed.
- Homeless in Jefferson Parish – Dr. DiChiro Derbes reported that JPHSA is currently coordinating a homeless initiative with Jefferson Parish. A discussion followed.

B. JeffCare Board Update – Deferred as Mr. Carrol was not able to attend JeffCare’s last board meeting.

6. Monitoring Executive Director Performance

A. Financial Planning & Budgeting Monitoring Report – Ms. Gardener-Taylor opened discussion on the Financial Planning & Budgeting 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. Ms. Redfearn made a motion to accept the interpretation as reasonable for the Financial Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. 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. Carroll made a motion to accept the data provided as documentation of compliance for the Financial Planning & Budgeting monitoring report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. Passed unanimously.

B. Financial Condition & Activities Monitoring Report – Ms. Gardener-Taylor opened discussion on the Financial Condition & Activities 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. Ms. Ehrle made a motion to accept the interpretation as reasonable for the Financial Condition & Activities Monitoring Report as presented prior to the meeting. Seconded by Dr. Parker-Brooks. 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. Dr. Parker-Brooks made a motion to accept the data provided as documentation of compliance for the Financial Condition & Activities monitoring report as presented prior to the meeting. Seconded by Ms. Redfearn. Passed unanimously.

7. Monitoring Board Performance

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

B. Policy Review – Monitoring Executive Director Performance – Ms. Gardener-Taylor opened discussion on the Accountability of the Executive Director policy. There were no changes to this policy.

– Comprehensive Governance Commitment – Ms. Gardener-Taylor opened discussion on the Comprehensive Governance Commitment policy. There were no changes to this policy.

C. Recruitment – Ms. Ingersoll followed up on a recommendation from Mr. Arey regarding an individual interested in joining the board. A discussion followed.

D. Govern for Impact Conference – Ms. Ingersoll reported she has initiated the making travel arrangements for this year’s conference. A discussion followed.

E. Financial Disclosure Tier 2.1 for Year 2022 – Deadline May 15, 2023 – Ms. Ingersoll reminded Board members to fill out and send their financial disclosure form to the State prior to May 15, 2023. She asked members to send her a copy for her files.

8. Announcements

A. Board Generated Items – None.

B. Next Board meeting – The next meeting of the Board is on Monday, June 5, 2023, 6:00 p.m. at **JPHSA’s West Jefferson Building, 5001 West Bank Expressway, Suite 200, Marrero, LA 70072.**

9. Adjournment

Dr. Parker-Brooks made a motion to adjourn the meeting at 6:52 p.m. Mr. Carroll seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson