

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
BOARD MEETING  
EAST JEFFERSON TRAINING ROOM  
3616 S. I-10 Service Road W.  
Metairie, LA 70001

Monday, May 6, 2024

JPHSA Board Members in Attendance:

Robin Parker-Brooks	Alan Carroll	Patricia Ehrle	Alex Redfearn
Shawnta Gardener-Taylor	Darrel Renfro	Bruce Galbraith	

JPHSA Board Members Absent:

None

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director  
Christy Dempster, Chief Financial Officer  
Trudy Ingersoll, Board Liaison  
Sgt. James Guidry, Potential Board Member

Ms. Gardener-Taylor called the meeting to order at 6:07 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. Dr. Parker-Brooks made a motion to accept the agenda as presented. Ms. Ehrle seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages

Mr. Galbraith reminded the board to go out in the community and get linkages. He also reminded the board that materials are available to bring and that a community outreach form needs to be completed.

4. Required Approvals Agenda

A. April Minutes – Mr. Galbraith made a motion to approve the minutes as presented prior to the meeting. Mr. Renfro 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. Ms. Redfearn made a motion to accept JPHSA's 3<sup>rd</sup> quarter financial report as presented. Mr. Carroll 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. Mr. Galbraith made a motion to accept JPHSA's 3<sup>rd</sup> quarter financial report as presented. Dr. Parker-Brooks seconded. Passed unanimously.

5. Board Education.

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

- Homeless Task Force – Dr. DiChiro Derbes reported the next Task Force meeting is scheduled for this coming Wednesday at 5:30 pm at the Yenni building. This meeting will be an educational meeting. A discussion followed.
- HB1 – Dr. DiChiro Derbes reported House Bill 1 moved to the Senate Finance Committee this week. A discussion followed.
- Appointment of Sgt. Guidry – Dr. DiChiro Derbes reported that the Jefferson Parish Council approved Sgt. Guidry’s appointment to the Board of Directors. 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. Mr. Galbraith 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. Renfro 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. Mr. Galbraith 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. Mr. Galbraith 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 Dr. Parker-Brooks. Redfean. Passed unanimously.

## 7. Monitoring Board Performance

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

B. Policy Review – Treatment of Individuals Served – Ms. Gardener-Taylor opened discussion on the Treatment of Individuals Served policy. There were no changes to this policy.

– Treatment of Staff – Ms. Gardener-Taylor opened discussion on the Treatment of Staff policy. There were no changes to this policy.

– Financial Planning/Budgeting – Ms. Gardener-Taylor opened discussion on the Financial Planning/Budgeting policy. There were no changes to this policy.

C. Govern for Impact Conference – Ms. Ingersoll reported she has initiated making travel arrangements for Mr. Renfro to attend this year’s conference. A discussion followed.

D. Financial Disclosure Tier 2.1 for Year 2023 – Deadline May 15, 2024 – Ms. Ingersoll reminded Board members to fill out and send their financial disclosure form to the State prior to May 15, 2024. 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 6, 2024, 6:00 p.m. at **JPHSA’s East Jefferson Building, 3616 S. I-10 Service Road W., Suite 200, Metairie, LA 70001.**

9. Adjournment

Dr. Parker-Brooks made a motion to adjourn the meeting at 6:42 p.m. Mr. Renfro seconded the motion. Passed unanimously.

  
SHAWNTA GARDENER-TAYLOR  
Board Chairperson