

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

Monday, August 2, 2025

JPHSA Board Members in Attendance:

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

JPHSA Board Members Absent:

James Guidry

Staff in Attendance:

Rosanna DiChiro Derbes, Executive Director
Jill Estes, Deputy Director
Trudy Ingersoll, Board Liaison

Visitors in Attendance:

Joseph Bodenmiller
Terrance Prout, General Counsel

Ms. Gardener-Taylor called the meeting to order at 8:10 a.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. Mr. Galbraith made a motion to accept the agenda as presented. Ms. Redfearn seconded the motion. Passed unanimously.

2. Public Comment

None.

3. JPHSA Board Linkages

None.

4. Required Approvals Agenda

A. June Minutes – Dr. Parker-Brooks made a motion to approve the minutes as presented prior to the meeting. Mr. Carroll seconded the motion. Passed unanimously.

B. FY 26 Proposed Agency Budget – Dr. DiChiro Derbes reviewed the proposed Agency budget and answered questions of the Board. Mr. Carroll made a motion to accept the FY 26 Proposed Agency budget. Dr. Parker-Brooks. Passed unanimously.

C. FY 26 Proposed Board Budget – Dr. DiChiro Derbes reviewed the proposed Board budget and answered questions of the Board. Dr. Parker-Brooks made a motion to accept the FY 26 Proposed Board budget. Mr. Carroll seconded. Passed unanimously.

D. Board Resolution – Tulane – Ms. Gardener-Taylor read a Resolution granting authority to the Executive Director to enter into a contract with Tulane Education Fund DBA. Ms. Redfearn made a motion to accept the Resolution as presented authorizing the Executive Director, Rosanna DiChiro Derbes, to enter into contracts on behalf of JPHSA. Mr. Galbraith seconded. Passed unanimously.

5. Board Education.

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

- Local Governing Entities – Dr. DiChiro Derbes reported she recently met with Executive Directors of the other Local Governing Entities. A discussion followed.
- Child Welfare Conference – Dr. DiChiro Derbes reported she attended the Child Welfare Conference last week. Dr. DiChiro Derbes was asked to join a leadership group with other leaders throughout the Country. A discussion followed.
- Parish-wide Emergency Coordination – Dr. DiChiro Derbes reported the agency participated in several exercises with a variety of parish partners. The shelter exercise is next week. A discussion followed.
- Annual Audit – Dr. DiChiro Derbes reported the annual agency audit is forthcoming. A discussion followed.
- Federally Qualified Health Center Grant (FQHC) – Dr. DiChiro Derbes reported that their FQHC grant has been extended a year. A discussion followed.
- National Community Health Center Conference – Dr. DiChiro Derbes reported that she and the Deputy Director are scheduled to attend the conference in a few weeks. A discussion followed.

B. JeffCare Board Update – Mr. Carroll reported an update to JeffCare’s investment options. A discussion followed.

6. Monitoring Executive Director Performance

A. ENDS Focus of Grants/Contracts Monitoring Report – Ms. Gardener-Taylor opened discussion on the ENDS Focus of Grants/Contracts 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 ENDS Focus of Grants/Contracts 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. Dr. Parker-Brooks made a motion to accept the data provided as documentation of compliance for the ENDS Focus of Grants/Contracts monitoring report as presented prior to the meeting. Seconded by Mr. Galbraith. Passed unanimously.

7. Monitoring Board Performance

A. Recruitment
None

B. Board Self-evaluation – Dr. Parker-Brooks volunteered to complete the Board self-evaluation.

C. Policy Review – Board Members Code of Conduct – Ms. Gardener-Taylor opened discussion on the Monitoring Executive Director Performance policy. There were no changes to this policy.

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

– Financial Condition and Activities – Ms. Gardener-Taylor opened discussion on the Board Job Description policy. A motion was made by Mr. Carroll to change the amount in number two from five hundred thousand dollars to one million dollars. Seconded by Ms. Ehrle. Passed unanimously.

D. Annual Ethics Training – Ms. Gardener-Taylor reminded the board to take their Ethics training and asked them to forward copies of their certificates to Ms. Ingersoll.

E. Annual Sexual Harassment Training – Ms. Gardener-Taylor reminded the board to take their Sexual Harassment training and asked them to forward copies of their certificates to Ms. Ingersoll.

8. Board Generated Items

A. None

B. Next Board meeting – The next meeting of the Board is on Monday, September 8, 2025, 6:00 p.m. at **JPHSA's West Jefferson Building, 5001 West Bank Expressway, Marrero, LA 70072.**

C. Adjournment

Mr. Carroll made a motion to adjourn the meeting at 8:40 a.m. Mr. Galbraith seconded the motion. Passed unanimously.


SHAWNTA GARDENER-TAYLOR
Board Chairperson