

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
CONFERENCE ROOM  
3300 W. ESPLANADE AVE., SUITE 213  
METAIRIE, LOUISIANA 70002

MINUTES

MONDAY, April 2, 2012

Authority Board Members in Attendance:

Sandy Arsenaux	Bob Bradley	Nancy Pearson
Quin Bates	Kevin Centanni	
Olga Bogran	Al Majeau	

Authority Board Members Absent:

Phil Cerminaro	Louise Landry
Terry Hardouin	LaCresiea Olivier

Staff in Attendance:

Mike Teague, Executive Director  
Tammy Valenti, Chief of Staff  
Gay LeBlanc, Director of Community Support & Programs  
Lisa English Rhoden, Director of Management Services

Guest in Attendance:

Mike Spinato, Prospective Board Member  
Paula LaCour, Prospective Board Member

The meeting was called to order by Ms. Pearson at 6:00 p.m.

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

Mr. Majeau made a motion to accept the agenda. Mr. Centanni seconded the motion.  
Passed unanimously.

2. Public Comment. None.
3. Approval of Minutes.

Ms. Bogran made a motion to accept the minutes as presented prior to the meeting.  
Seconded by Mr. Majeau. Passed unanimously.

4. Required Approvals Agenda.
  - A) Monitoring Report – Compensation of Benefits – Ms. Bogran made a motion to accept the monitoring report as presented prior to the meeting. Seconded by Mr. Centanni. Passed unanimously.

5. Board Generated Agenda.

A) Executive Director/Staff Update –

1) Mr. Teague stated the consolidation of East Bank facilities is moving forward. A discussion followed.

Mr. Teague reported and attended meetings as follows:

- Dr. Campo has announced her retirement with a projected date of June 30, 2012. Position has been advertised and will close on April 4, 2012. The goal is to have the new CSPDD Director be able to have a 30 day transition with Dr. Campo;
- Two nominations for the OCDD Regional Advisory Committee for review and recommendation will be presented by Ms. Valenti for the Board's appointment;
- Agency-Wide Meeting at 8:30 a.m. on Thursday, April 5, 2012 at West Jefferson Medical Center. Introduction of new Executive Director and COA celebration;
- CEA for West Bank was approved by the Parish Council;
- CEA for the JPHSA Millage was approved by the Parish Council;
- Continued to address proposed FY-13 budget reductions – presented concerns regarding the budget to the House Appropriation Committee;
- Weekly meetings with Architect, Contractor and sub-contractors continue. Building demolition finished on 1<sup>st</sup> floor and renovation began. Renovations for the 2<sup>nd</sup> floor are projected to be completed by the middle of April. Furniture and modular furniture scheduled to be delivered in mid-April. New telephone system scheduled to be installed by mid-April. Received approval from Fire Marshall to modify fire plan by adding smoke detectors in the hallways. Some issues with ENTERGY still to be worked out with a target date of early May;
- Attended multiple Magellan telephone conferences. Magellan IT staff on-site to address electronic health record concerns;
- Attended monthly HSIC Meeting;
- ORM Compliance Review – Great report - 91.59% Compliance Score – 5 recommendations (1) Document JSA annual training; (2) Correct deficiencies/problems of monthly vehicle checklists; (3) Develop single listing of approved drivers; (4) Incorporate procedures on how and when to change locks/codes; and (5) Designate one “go-to” person to oversee the Loss Prevention Program;
- Policy Governance Training – propose to bring in consultant to provide training for the Board, new Executive Director, Executive Management Team and other key staff;
- JPHSA has an opportunity to make changes to our state-mandated strategic plan now and we will not have another opportunity until FY 15-16. Since the Board's Ends Statement is an integral and essential part of the strategic plan, it is recommended that the Board review the Ends Statement and incorporate language that is more inclusive of child and adolescents and work to make the language of the Ends Statement more easily understood by the general public. I recommend that the Board ask Ms. Rhoden to prepare some draft language regarding the JPHSA Strategic Plan and incorporate recommendations

regarding the Ends Statement. Any changes to the Strategic Plan must be submitted before the beginning of June.

Ms. Valenti presented the recommendations from the Regional Advisory Committee for Persons with Developmental Disabilities to be appointed. A discussion followed. A motion was made by Ms. Bogran to appoint Mr. Craig Blackburn to the Regional Advisory Committee for Persons with Developmental Disabilities. Seconded by Mr. Majeau. Passes unanimously.

A motion was made by Mr. Centanni to appoint Sidonia Hijuelos to the Regional Advisory Committee for Persons with Developmental Disabilities. Seconded by Mr. Bates. Passed unanimously.

B) Board Linkage Update – Ms. Pearson stated she spoke with an individual regarding a family member with a disability and referred them to JPHSA for services.

C) Board Recruitment – Ms. Valenti reported Mr. Bates and Ms. Arsenaux's appointments were finalized at the March 28, 2012 Parish Council meeting. They were appointed to the two Addictive Disorder (AD) positions that are vacant at this time. Ms. Valenti stated the Board still has a Developmental Disabilities, professional position available.

At this time, Ms. Pearson stated Mr. Cerminaro will be resigning from the Board; he will serve in his capacity in the developmental disabilities, general position until a replacement is appointed.

D) Executive Director Contract – A motion was made by Mr. Centanni to authorize the Chairperson to sign a contract with the Executive Director. Seconded by Ms. Bogran. Passed unanimously.

E) Board Resolution – Mr. Centanni made a motion to authorize the Executive Director to enter into Grants and Contracts not to exceed \$500,000.00 from April 9, 2012 – June 30, 2012. Seconded by Ms. Arsenaux. Passed unanimously.

A motion was made by Mr. Centanni to give appointing authority to the Executive Director for JPHSA. Seconded by Mr. Majeau. Passed unanimously.

## 6. Announcements.

A) Board Generated Items – Ms. Pearson reported that April is Child Abuse Prevention Month and Autism Awareness Month.

B) Nominating Committee – Ms. Pearson called for a Nominating Committee. A motion was made by Mr. Bates to form a Nominating Committee to replace Ms. Landry, Vice-Chairperson, who will be resigning from the Board in May. Seconded by Ms. Arsenaux. Passed unanimously. Mr. Centanni, Mr. Majeau, and Mr. Bradley will sever on this Committee.

C) Agency-Wide Meeting – Thursday, April 5, 2012, 8:30 a.m. – 10:30 a.m., West

Jefferson Medical Center, 1100 Medical Center Blvd., Marrero, LA.

D) Next Board meeting –The next meeting will be held on **Monday, May 7, 2012**, at the JPHSA Office at 3300 W. Esplanade Ave., Metairie, LA 70002, **6:00 p.m.**

7. Adjournment.

The Board meeting was adjourned at 7:25 p.m. by a motion made by Ms. Arsenaux. Seconded by Ms. Bogan. Passed unanimously.



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NANCY L. PEARSON  
JPHSA Chairperson