

JEFFERSON PARISH HUMAN SERVICES AUTHORITY  
CONFERENCE ROOM  
3616 S. I – 10 Service Road W., Second Floor  
Metairie, Louisiana 70001

MINUTES

MONDAY, June 8, 2015

Authority Board Members in Attendance:

Monica Baltodano-Dubey	Rose Gilbert	Rafael Saddy
Quin Bates	Paula LaCour	Mike Spinato
Bob Bradley	Dede Lyman-Redfearn	Logan Williamson

Authority Board Members Absent:

Rashain Carriere-Williams

Staff in Attendance:

Lisa English Rhoden, Executive Director  
Tammy Valenti, CAA  
Nicole Sullivan-Green, DDCS Director  
Joseph Bodenmiller, BH Community-based & Specialty Services Director

Guest in Attendance:

Lee McKee, Prospective Board Member  
Sylvia Pearson, Chair, BH RAC, Executive Director, The Extra Mile  
Marianne Terrebonne, Prospective Board Member

The meeting was called to order by Mr. Williamson at 6:03 p.m.

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

A motion was made by Ms. Lyman-Redfearn to accept the agenda as presented.  
Seconded by Ms. Baltodano-Dubey. Passed unanimously.

2. Public Comment.

None.

3. Approval of Minutes.

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

4. Required Agenda Approvals.

A) Communication & Support Monitoring Report – Mr. Williamson asked if Board

members had a chance to review the Communication & Support monitoring report provided prior to the meeting and if they had any comments or questions. Hearing none, Mr. Williamson asked for a motion to approve the monitoring report. A motion was made by Mr. Spinato to accept the Communication & Support monitoring report as presented prior to the meeting. Seconded by Ms. Lyman-Redfean. Passed unanimously.

B) Emergency Executive Director Succession Monitoring Report - Mr. Williamson asked if Board members had a chance to review the Emergency Executive Director Succession monitoring report provided prior to the meeting and if they had any comments or questions. Hearing none, Mr. Williamson asked for a motion to approve the monitoring report. A motion was made by Mrs. Gilbert to accept the Emergency Executive Director Succession monitoring report as presented prior to the meeting. Seconded by Mr. Bradley. Passed unanimously.

5. Board Generated Agenda.

A) Executive Director Update – Ms. Rhoden reported as follows:

- Accountability Implementation Plan (AIP) Monitoring – Ms. Rhoden asked Mr. Bodenmiller and Ms. Sullivan-Green to report on the AIP monitoring report. Mr. Bodenmiller gave an overview of the AIP monitoring report conducted by the Office of Behavioral Health. Mr. Bodenmiller stated there were no deficiencies and very few recommendations. At this time, Ms. Sullivan-Green presented the results from the AIP monitoring report conducted by the Office of Citizens with Developmental Disabilities. She stated there were no deficiencies and no recommendations on the Audit. Mr. Sullivan-Green also reported no deficiencies and no recommendations for the Waiver as well. A discussion followed.

- First Episode Psychosis Program – Ms. Rhoden asked Mr. Bodenmiller to report to the Board on the First Episode Psychosis Program. Mr. Bodenmiller gave a brief background and reviewed the program details. A discussion followed.

- Louisiana Partnership for Success – Ms. Rhoden stated Mr. Bodenmiller will report on the Louisiana Partnership for Success Program. Mr. Bodenmiller reported the program is a five year grant through the Office of Behavioral Health and it is to assess the environment in Jefferson Parish for underage drinking. He went on to say, JPHSA will be working with the Behavioral Health Task Force and other community agencies to engage individuals and raise awareness that there is a problem in Jefferson Parish. Mr. Bodenmiller stated the first step will be to conduct an environmental assessment. A discussion followed.

- Community Development Block Grant Funding (CDBG) – Ms. Rhoden reported to the Board that JPHSA has received an additional grant from Jefferson Parish Community Development for \$300,000 for Phase 1 of a multi-year plan from the CDBG Grant. She stated with this funding four exam rooms will be added to the West Jefferson Health Center and we are hopeful that more funds will come our way in the future. Also, our Facilities Management staff are currently renovating space for a new records room and will renovate the existing records room for the new children’s waiting area, Ms. Rhoden said.

- East Jefferson Health Center Pharmacy – Ms. Rhoden reported there will now be a pharmacy at the East Jefferson Health Center. She stated the pharmacy will be built out of several offices next to the JeffCare waiting room. Ms. Rhoden reported full pharmacy services will be operating within the next 90 -120 days. A discussion followed.

B) Policy Review – Agenda Planning Policy – Mr. Williamson opened discussion regarding the Agenda Planning Policy. There were no changes to this policy.

Chairperson’s Role Policy – Mr. Williamson opened discussion regarding the Chairperson’s Role Policy. There were no changes to this policy.

Vice-Chairperson’s Role Policy – Mr. Williamson opened discussion regarding the Vice-Chairperson’s Role Policy. There were no changes to this policy.

C) Policy Governance Training – Mr. Williamson reviewed the governance structure from the owners to the Board to the Executive Director. He reinforced key points of the model stating the Board speaks with one voice to the Executive Director and does not direct JPHSA staff. Mr. Williamson discussed how the policies the Board establishes directly affect the direction of the agency. A discussion followed.

D) Board Retreat – Mr. Williamson opened discussion on the Board Retreat stating after speaking to Mrs. Gilbert regarding dates, she was not available on Oct. 3, but would be available for Nov. 7 which was one of the other dates discussed. A discussion followed. Mr. Williamson confirmed with the Board that Saturday, Nov. 7, 2015 from 9:00 a.m. – 4:00 p.m. would be the date and time for the Board Retreat. All were in agreement with this date and time. Mr. Williamson stated he will move forward with a phone conference with Dr. Tremaine to prepare for the retreat.

E) JeffCare Update – Mr. Bates stated the JeffCare Board met and discussed the HRSA Compliance Report and has one new Board member. Mr. Bates said the Board is still recruiting members for their Board.

F) Board Linkage Update – None.

G) Board Recruitment – Ms. Valenti reported the Board now has openings in the Mental Health, General position and in the Addictive Disorder, General position. She asked Board members to continue to recruit for prospective members.

Mr. Williamson informed the Board that Mrs. Gilbert had missed three meetings and after communicating with her regarding the absences, a waiver was issued for her to continue as a Board member. Mr. Williamson stated this action was in accordance with the JPHSA Board Attendance Policy. The Board was in agreement and acknowledged the waiver.

Ms. Valenti reported Ms. Terrebonne’s resume and application was sent to the Board prior to this meeting. Mr. Williamson asked Ms. Terrebonne to say a few words about her interest in JPHSA. Ms. Terrebonne spoke about her background in working with individuals with disabilities and her interest in serving on the JPHSA Board. A discussion followed. Mr.

Williamson thanked Ms. Terrebonne for her time and interest in the Board and asked for someone to meet with Ms. Terrebonne prior to the next Board meeting on Monday, August 3, 2015. Mr. Bradley stated he would meet with Ms. Terrebonne.

Ms. Valenti reported Ms. LaCour's first term appointment will be ending in June. She stated Ms. LaCour has an option to ask for a reappointment for another three year term. A discussion followed. Mrs. Gilbert made a motion to recommend to the Parish Council to reappointment Ms. LaCour for another three year term. Seconded by Mr. Spinato. Passed unanimously.

Ms. Valenti stated Ms. McKee's recommendation letter and resume to fill the mental health, general position on the Board was sent to the Governor on April 13, 2015 and has not had a response as of this date. A discussion followed.

H) Board Resolution – Grants/Contracts – A motion was made by Mrs. Gilbert for a Board Resolution to give authority to the Executive Director to enter into Grants/Contracts up to \$500,000. Seconded by Mr. Spinato. Passed unanimously.

I) JPHSA Developmental Disabilities Regional Advisory Committee (DD RAC) Prospective Member – Mr. Williamson opened discussion regarding the application for Ms. Kimberly Barsana, a prospective member for the DD RAC. After discussion, a motion was made by Mr. Bates to appoint Ms. Barsana as a member of the DD RAC. Seconded by Ms. Lyman-Redfean. Passes unanimously.

J) Executive Session – Strategic Planning & Personnel Issue

A motion was made by Mr. Bradley to go into Executive Session to discuss strategic planning and personnel issues. Seconded by Ms. LaCour. Passed unanimously. (7:10 p.m.)

The Board returned to regular session at 7:25 p.m.

6. Announcements.

A) Board Generated Items – None.

B) Next Board meeting – The next meeting will be held on Monday, **August 3, 2015**, 6 p.m., JPHSA West Bank Office, 5001 Westbank Expressway, JPHSA Board Conf. Room, Marrero, LA 70072.

7. Adjournment.

The Board meeting was adjourned at 7:27 p.m. by a motion made by Mrs. Gilbert. Seconded by Mr. Saddy. Passed unanimously.



LOGAN K. WILLIAMSON  
JPHSA Chairperson