

**South Central Louisiana Human Services Authority
Board Meeting Minutes
August 17, 2023**

Members Present: Ray Nicholas (Assumption), Rachel Becnel (St. James), Bryan Zeringue (Lafourche), Ms. Becky Hohensee (Terrebonne), and Barbra Fuselier (St. Charles)

Members Absent: Travion Smith (Terrebonne), and Lynne Farlough (St. John the Baptist)

Guest in attendance: Kristin Bonner (Executive Director), Janelle Folse (Fiscal Director), Kensie Lasseigne (Developmental Disabilities Director), and Stephanie Benton (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Bryan Zeringue called the meeting to order at 6:02 p.m.
Opening Prayer & Pledge of Allegiance	Mr. Ray Nicholas led the prayer and Mr. Bryan Zeringue led Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the July 13, 2023 meeting were reviewed. Ms. Barbra Fuselier motioned to approve the minutes of the July 13, 2023 Board Meeting, seconded by Ms. Becky Hohensee, motion carried and minutes were approved.
Board Issues	<ul style="list-style-type: none"> • <u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms. • <u>Update on Board Positions for St Mary and Lafourche Parishes:</u> Ms. Bonner gave an update on Board vacancies. Ms. Benton has contacted the Lafourche Parish Council and St. Mary Parish Council to begin advertising for the Board vacancies. Mr. Nicholas recommended an individual on the Lafourche Parish Drug Court and he has contacted Ms. Bonner advising he will submit an application. Mr. Zeringue knows someone who would be a good candidate if we do not receive interest in St. Mary Parish. • <u>Oath of Office:</u> All Board Members must submit an Oath of Office, which must be notarized. Ms. Benton will fill out a form for each Board Member to have present at the Board Meeting in September. SCLHSA Attorney, Nancy Falgoust, will attend the September Board Meeting to notarize the Oath of Office for present Board Members.
Executive Director Report	<p><u>Agency Update:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>Town Hall – Update:</u> Ms. Bonner gave an update of the Town Hall property. We are currently in negotiations to utilize 20,000 sq. ft. of available space of the Town Hall property to house TBHC and DD offices. Ms. Bonner reviewed plans and options to lease the property. Ms. Bonner also reviewed land options to build a new clinic in the future for TBHC and DD. <ul style="list-style-type: none"> ○ Mr. Ray motioned to move forward with leasing the Town Hall property and purchase land for the future site for TBHC and DD, seconded by Ms. Rachel Becnel, motioned carried. • <u>Site Updates - Staffing:</u> Ms. Bonner reported we currently have nineteen (19) vacancies. We continue to advertise/recruit for the vacancies. We are struggling to find LPC and Social Workers. Ms. Bonner also reported one of our RNs, Ms. Kim Adams, passed away yesterday. Her family is in our thoughts and prayers. • <u>September HSIC:</u> Ms. Bonner reported the HSIC Annual Meeting with Board Chairperson in Baton Rouge for September 2023 has been canceled. Ms. Bonner will share the new date once they have rescheduled. • <u>HTV August Segment:</u> Ms. Bonner discussed Mr. Folse would like to have the Board Members participate in a fourteen (14) minute segment next month. Through discussion, the Board has recommended that they have two (2) separate segments, seven (7) minutes each, in which Board Members can attend more easily. Ms. Bonner will contact Mr. Folse to film the segments on the requested dates of September 25 and September 28, 2023.

Operational Report	<ul style="list-style-type: none"> • <u>House Subcommittee on Mental Health of House Committee on Health & Welfare</u>: Ms. Bonner will attend the House Subcommittee on Mental Health of House Committee on Health & Welfare in Baton Rouge next Thursday. Other LGE’s will be present for the Committees. • <u>Strategic Plan</u>: Ms. Bonner reviewed the Strategic Plan to include minor changes to the language of the Plan. The Board has advised on an additional change to #5 ongoing Covid Pandemic. They have advised to delete Pandemic. <ul style="list-style-type: none"> ○ Mr. Ray Nicholas motioned to approve the minor changes to the language of the Strategic Plan, seconded by Ms. Becky Hohensee, motion carried. • <u>Information Management Plan</u>: Ms. Bonner reviewed the Information Management Plan to include minor changes to the language of the Plan. Through discussion, it was decided additional adjustments be made to the Plan and the Board will revisit the Plan at the next Board Meeting in September 2023. <ul style="list-style-type: none"> ○ Mr. Ray motioned to revisit the Information Management Plan at the September 2023 Board Meeting, seconded by Ms. Barbra Fuselier, motioned carried. <p><u>Operational Report</u>: Kristin Bonner for Misty Hebert</p> <ul style="list-style-type: none"> • <u>Safety and Risk Management Plan</u>: Ms. Bonner reviewed the Safety and Risk Management Plan to include minor changes to the language of the Plan. <ul style="list-style-type: none"> ○ Ms. Barbra Fuselier motioned to accept the minor changes to the language of the Safety and Risk Management Plan, seconded by Ms. Becky Hohensee, motioned carried. • <u>PEC Report</u>: Ms. Bonner reviewed the PEC Report for FY23 to include PEC by Month, PEC Return Rate, PEC Hospitals, and PEC Trends FY20 – FY23.
Fiscal Report	<p><u>Fiscal Report</u>: Janelle Folse</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary (June)</u>: Ms. Folse reviewed the FY 22-23 Budget Analysis for June as of 6/30/2023, including projected revenues/expenditures and the Legislative Appropriated Budget. <ul style="list-style-type: none"> ○ Mr. Ray Nicholas motioned to approve the FY22-23 June Budget Analysis for June as of 6/30/2023, seconded by Ms. Rachel Becnel, motion carried. • <u>Revenue Report (June)</u>: Ms. Folse reviewed the FY 22-23 for June Revenue Reports, reflecting collections including recoupments/write-offs/adjustments for June as of 6/30/2023. <ul style="list-style-type: none"> ○ Mr. Ray Nicholas motioned to approve the FY 22-23 June Revenue Reports for June as of 6/30/23, seconded by Ms. Barbra Fuselier, motion carried. • <u>FY23-24 Appropriations</u>: Ms. Folse reviewed on the FY23-24 Appropriations with a breakdown of SGF, Fees & Self-Generated Revenue, and Interagency Transfers.
Developmental Disabilities	<p><u>Developmental Disabilities</u>: Kensie Lasseigne</p> <ul style="list-style-type: none"> • <u>Developmental Disability Program Updates</u>: Ms. Lasseigne gave an update of the Developmental Disability Program. DD’s office is fully staffed at this time. They recently hired a new Entry staff and the new Med Cert Supervisor starts on Monday. Ms. Lasseigne reported Waiver staff are returning to pre-Covid procedures. They are working on Post Public Health Emergency Exceptions. The changes will be effective November 11, 2023. There have been trainings to ensure everyone is prepared. Ms. Lasseigne also reported on bonus payments. The bonus payments were from Cares Act funds allocated for staff retention. Payments were distributed last week to workers and support coordination who worked April 2021 – October 2022 and still employed as of May 2023. It has been reported that once some individuals received a bonus check, they quit their jobs.

	<ul style="list-style-type: none"> • <u>IFS Funded vs. Unfunded</u>: Ms. Lasseigne reviewed the IFS Funded vs Unfunded. Total Unique Individuals – 322, Total Request – 384, Total Request Funded – 325 and Total Requests Unfunded – 59.
Views and Comments by the Public	NONE
Old Business:	NONE
New Business:	NONE
Consideration of Other Matters	<ul style="list-style-type: none"> • <u>Board Meeting Schedule</u>: After discussion with Board Members, Chairman Bryan Zeringue stated the next Board Meeting will be held on Wednesday, September 20, 2023 @ 6:00pm at SCLHSA Administration Office.
Adjournment	Motion to adjourn by Ms. Barbra Fuselier, seconded by Ms. Rachel Becnel, motion carried. Meeting adjourned at 7:49 pm.